

MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
DECEMBER 7, 2021

The Putnam County Regional Planning Commission met on December 7, 2021 at the Cookeville Community Center at 6:00 PM. Members attending were Chairman Jere Mason, Vice-Chairman Dale Moss, Secretary Mike Atwood, Jeff Jones, David Mattson, Ted McWilliams, and Phil Wilbourn. Jim Martin was absent and there is one vacant seat. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Jim Herrin of the Herald-Citizen, Betsy Scarisbrick of Stonecom Radio, David Bell Jr, William Willhite, Anthony Sherrill, Doreen Sherrill, surveyor Carlen Wiggins Jr, John White, and Travis Peek. Also present were a representative from Maples Surveying and Goad Surveying.

ITEM 1: CALL TO ORDER AND ROLL CALL

Chairman Jere Mason called the meeting to order after a quorum was established.

ITEM 2: APPROVE THE DECEMBER 7, 2021 AGENDA

Dale Moss moved to approve the agenda for the December 7, 2021 meeting. Motion was seconded and approved unanimously.

ITEM 3: MINUTES OF THE NOVEMBER 2, 2021 MEETING

Mike Atwood moved to approve the November 2, 2021 Minutes. Motion was seconded and approved unanimously.

ITEM 4: REVIEW OF APPROVED PRELIMINARY PLATS

- **Autumn Woods Preliminary Plat (All Phases)**, Vick Surveying. Conditional preliminary approval 4/7/2020. Phases I & II have been approved for final. Phases III & IV remaining.
- **Mountain Brooke Subdivision Preliminary Plat**, Vick Surveying. Conditional preliminary approval 12/8/2020.
- **Glen Oaks Preliminary Plat**, Whittenburg Surveying. Conditional preliminary approval 6/1/2021. Phase I was a single lot approved administratively. Phase II remaining.

ITEM 5: OUTSTANDING LETTERS OF CREDIT:

- **Willow Estates- Jackie Schubert (\$130,000 Money Order, expiring April 25, 2022, for Knox Ln, Jack Dr, Katie Cir, and Sunbright Cir extension) - Final plat approved 10/5/2021**
- **Autumn Woods Phase II- Gene Alred & Ron Brown (two \$125,000 LOCs Expiring October 22, 2022 for Autumn Trail, Winter Haven Drive, Spring Arbor Court, Summer Pointe) - Final plat approved 11/2/2021**

ITEM 6: ACCEPTANCE OF NEW STREETS: NONE

ITEM 7: ADMINISTRATIVELY APPROVED PLATS

- A. BILLY JOE LEE PROPERTY FINAL PLAT, VICK SURVEYING**
Amended boundary between two lots at the corner of Randolph Rd and Cherry Creek Rd., specifically parcels 005.00 and 005.02 on Map 108.
- B. REVISED FINAL PLAT OF 1196 SOUTH LOVELADY RD, VICK SURVEYING**
Amended boundary between two lots at the corner of Bunker Hill Road and South Lovelady Rd., specifically parcels 106.02 and 106.03 on Map 095.
- C. COMBINATION OF LOTS 41 AND 42 OF HIGHLANDS AT BEAR CREEK PHASE II FINAL PLAT, VICK SURVEYING**
Combined lots 41 and 42 (parcels 008O-B-032.00 and 008O-B-033.00) on Bear Creek Lane.
- D. TRACT 1 OF EARL NICHOLS PROPERTY FINAL PLAT, VICK SURVEYING**
Created one 2.47-acre parcel from 026-065.00 on Bowser Road with over 5 acres remaining.
- E. DEBRA & JAMES BRYANT PROPERTY FINAL PLAT, WHITTENBURG SURVEYING**
Created one 1.19-acre parcel from 006-013.00 on Hilham Rd. with over 5 acres remaining.
- F. CAL MAX PROPERTIES DIVISION PROPERTY FINAL PLAT, MAPLES SURVEYING**

Created two lots (2.939 and 2.688 acres) from 112-071.00 on Cookeville Boat Dock Rd. with over 5 acres remaining.

G. COMBINATION OF LOTS 6 & 7, BLOCK 37, UNIT 5, CUMBERLAND COVE FINAL PLAT, MID-STATE SURVEYING

Combined parcels 123-159.00 and 123-160.00 on Huckleberry Road into one 8.116 acre tract.

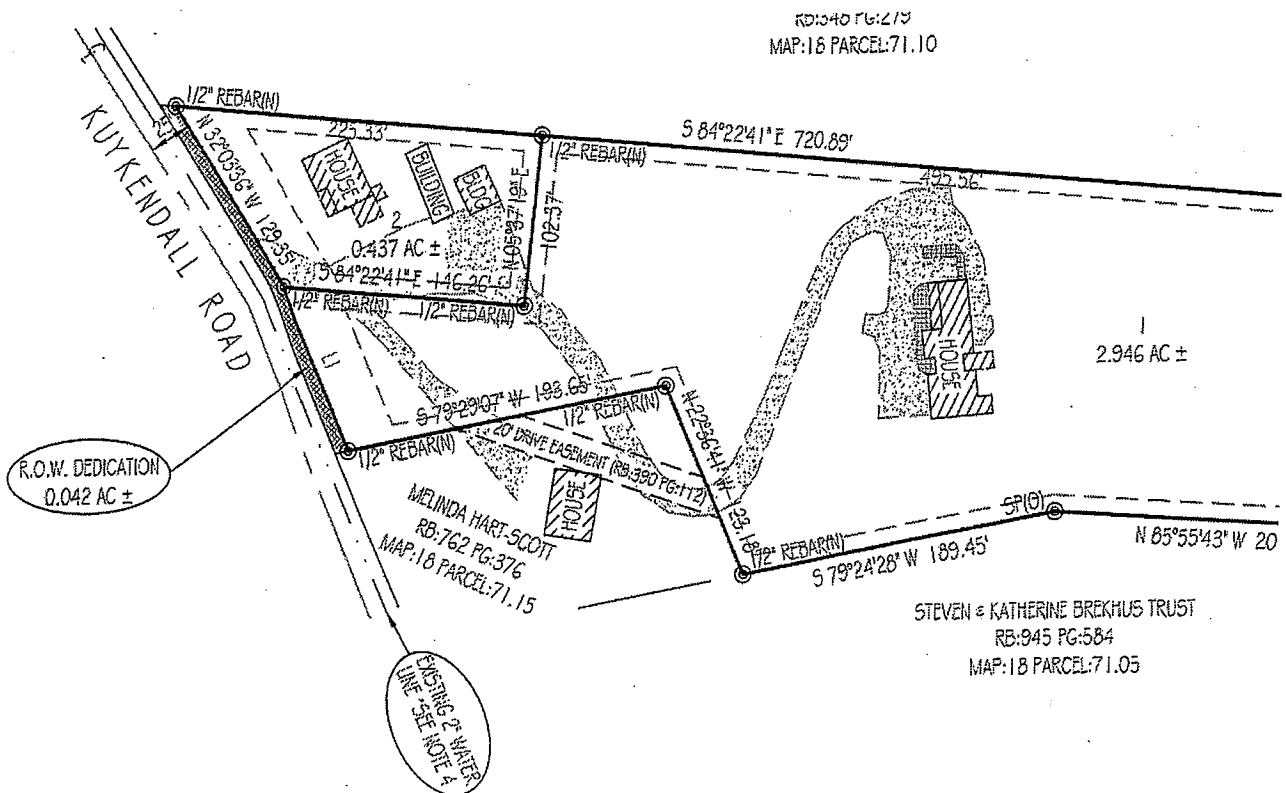
H. JL & JEWELL HELLEN WATTS DIVISION FINAL PLAT, WHITTENBURG SURVEYING

Created one 1.18-acre lot from parcel 055-064.00 on Hawkins Crawford Road with over 5 acres remaining.

ITEM 8: SUBDIVISION PLATS:

A. TRAVIS AND MARCY PEEK DIVISION FINAL PLAT, MAPLES SURVEYING

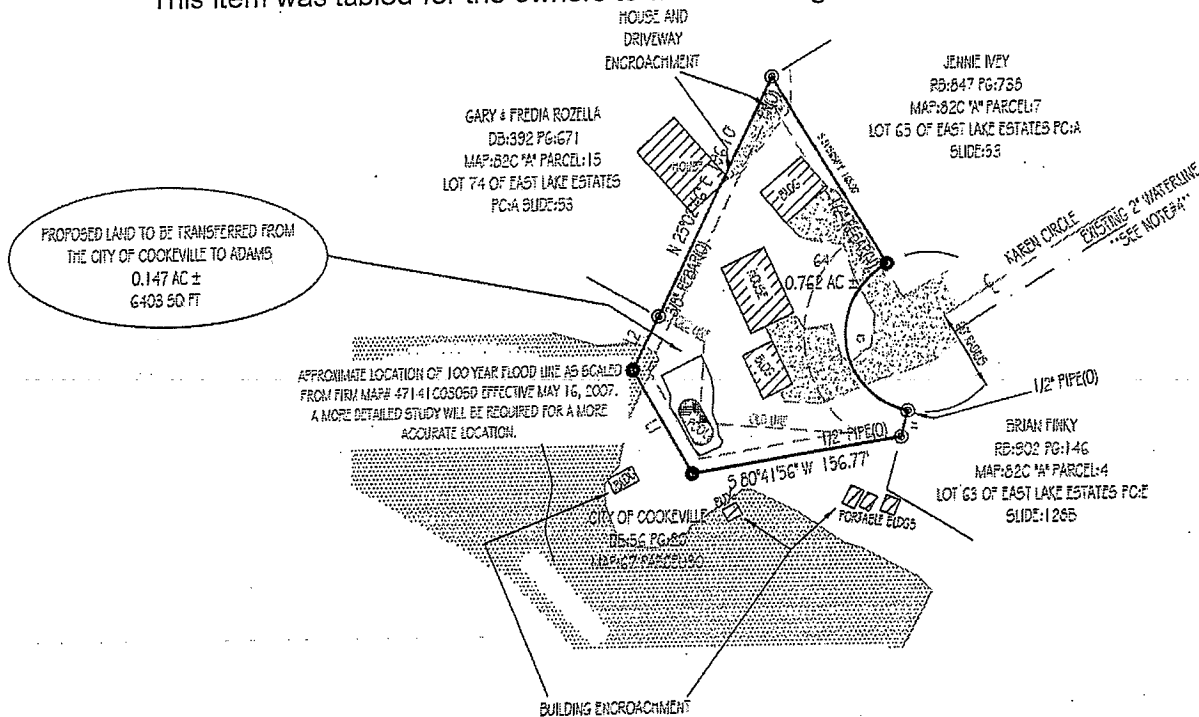
This plat is to create two lots from one 3.38-acre tract on Kuykendall Rd, specifically parcel 018-071.12. There is a 2-inch water main on Kuykendall Rd. There are two existing houses and some out buildings on the tract. The two houses on this tract and a house on parcel 018-071.15 (owned by Melinda Hart-Scott) share a common driveway entrance. There is a driveway easement on the Hart-Scott lot (Map 018-071.15) but that is not where the driveway to second house on the Peek tract is located. Staff stated that topography was an issue on this site. Mike Atwood stated that he did not think we could make the Hart-Scott tract change anything in relation to the easements. Mike Atwood moved to approve contingent on the easements (specifying how the easements are to be maintained) being agreed upon by the owners involved with staff approval. Motion was seconded and unanimously approved.



B. CHARLES ADAMS DIVISION FINAL PLAT, MAPLES SURVEYING

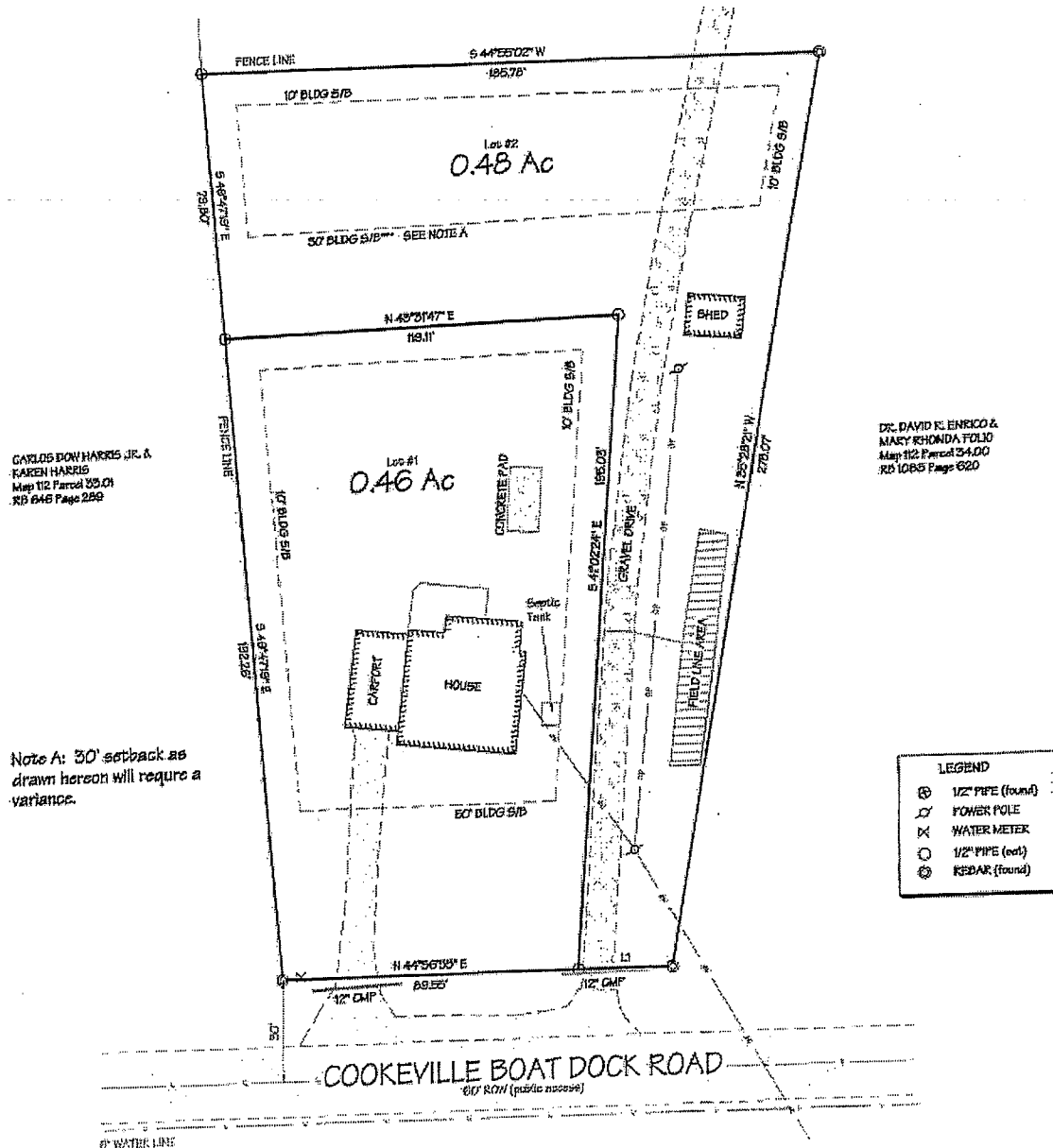
This plat is to correct an encroachment of a pool built into city property surrounding City Lake in the Eastlake Estates. Property is located at the end of Karen Circle. The city has agreed to sell to 6,403 sq ft to Mr. Adams to remedy the encroachment issue. However, there is an encroachment into the Adams lot by an adjoining property. The Rozella's own 082C-A-015.00, which is off Lakewood Ct. The house and a driveway encroach into the Adams lot.

This item was tabled for the owners to work on fixing the encroachment issue.



C. HOUSTON AND TERRY DUNN PROPERTY DIVISION FINAL PLAT, VICK SURVEYING

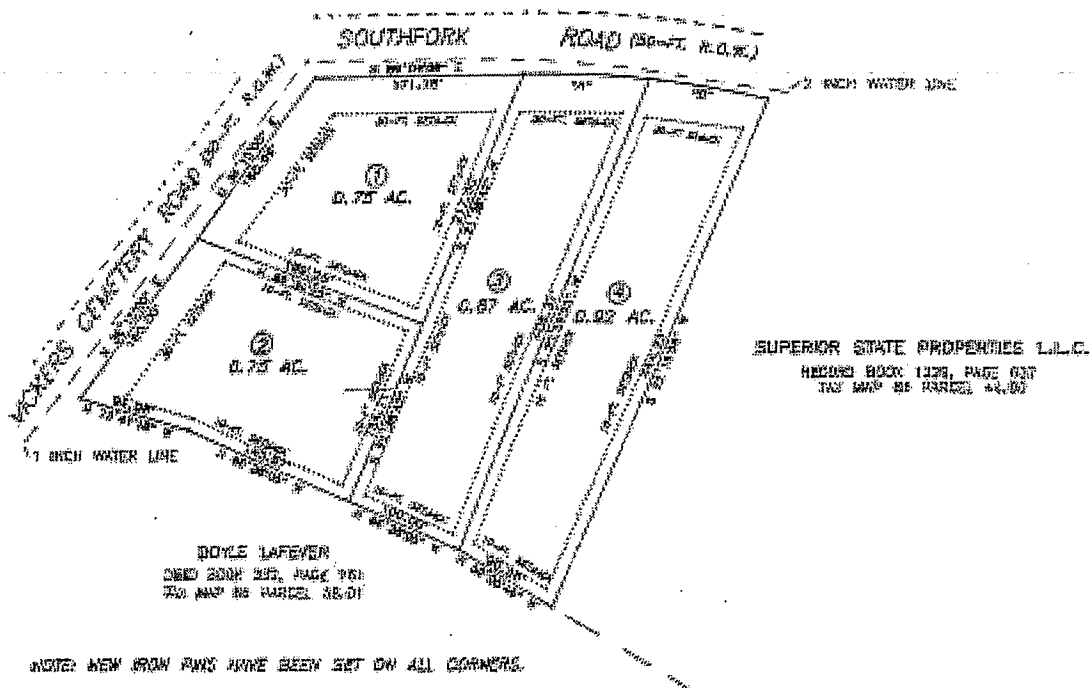
This plat is to create two lots from one 0.94-acre tract on Cookeville Boat Dock Rd, specifically parcel 112-034.01. There is a 6-inch water main on Cookeville Boat Dock Rd. There is an existing house and some and outbuilding on the tract. Lot 2 will be a flag lot with "pole" that starts at 27 feet and gets wider at the "flag". There is an old gravel driveway on the proposed pole of the flag lot. The existing septic system for the house on lot 1 is on the other side of the driveway on the pole portion of the flag lot. Lot 2 will have to be soil approved. They are asking to reduce the setback on the flag lot from the required 50 feet to 30 as it will be behind lot 1 and the reduced setback will allow more room for them to build. Staff was concerned if lot 2 was buildable after setbacks. Mike Atwood moved to deny the plat until soil work is completed on each lot to show that septic can be installed on each lot, especially in case of failure on lot 1. Motion was seconded and unanimously approved.



D. JOHN C. WHITE PROPERTY DIVISION FINAL PLAT, CARLEN WIGGINS SURVEYING

This plat is to create four lots from one 3.29-acre tract on Southfork Rd at Vickers Cemetery Rd, specifically parcel 088-044.00. No waterlines are shown on the plat. According to the Cookeville GIS data, there is a 2-inch line on Southfork Road that stops near Vickers Cemetery Rd. Right-of-way is being dedicated to give the roads 25 foot off center. Southfork Road has a right-of-way of 36/40 feet and 18 feet of asphalt surfacing. Vickers Cemetery Road has a right-of-way of 20 foot and 12 foot of tar and chip surface. If the waterlines will not support a fire hydrant, then the houses will require sprinklers and our sprinkler note on the plat.

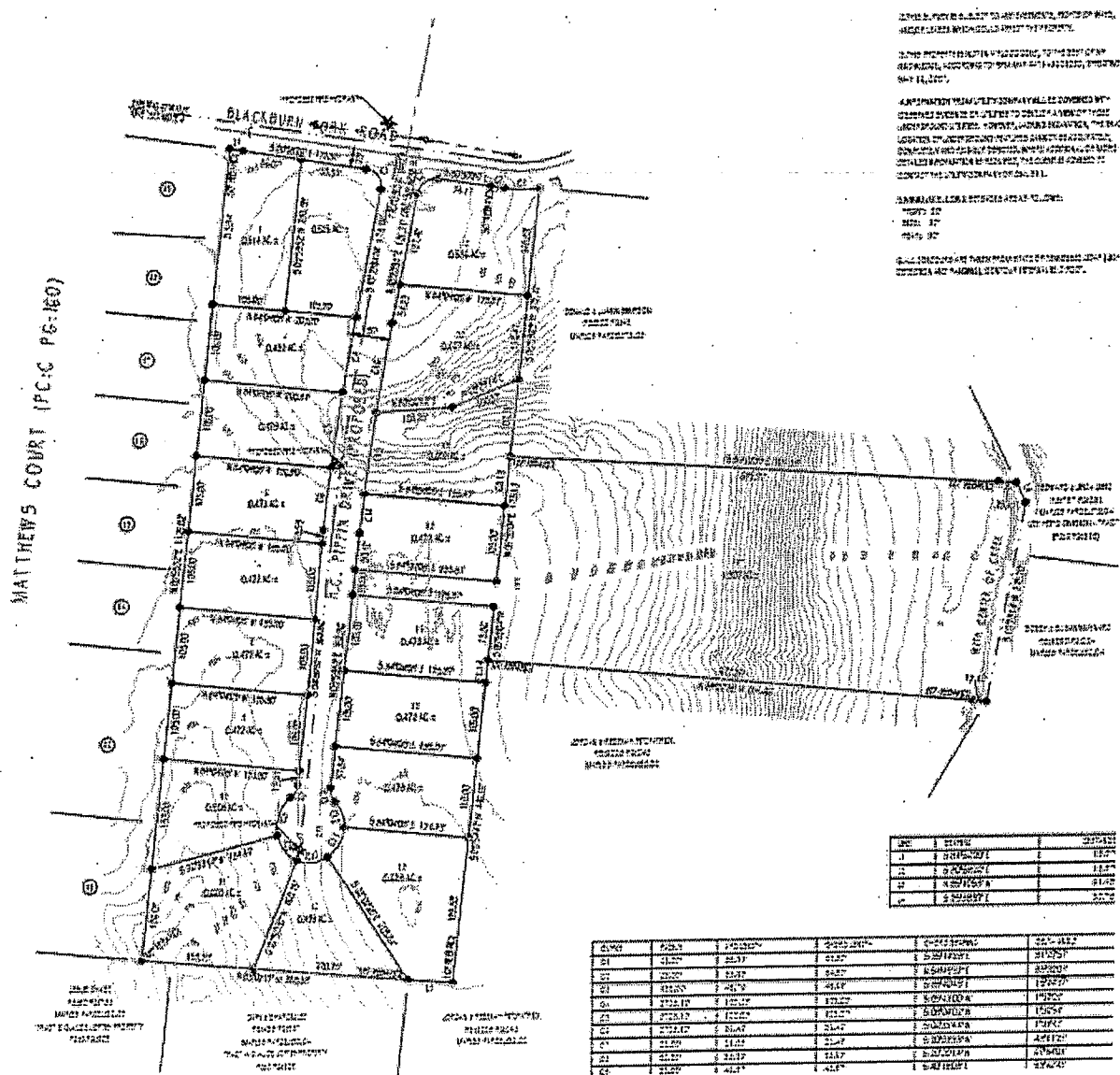
The plat submitted incorrectly identified John Gentry Road as Vickers Cemetery Road. John Gentry Road, according to the county road list, has 36 feet of right-of-way and 16 feet of surfacing. The lots had not been staked in the field Mike Atwood moved to approve the plat with sprinklers being required, septic approval for each lot, install lots stakes and all other signatures. Motion was seconded and unanimously approved.



E. PIPPIN ESTATES DIVISION PRELIMINARY PLAT, MAPLES SURVEYING

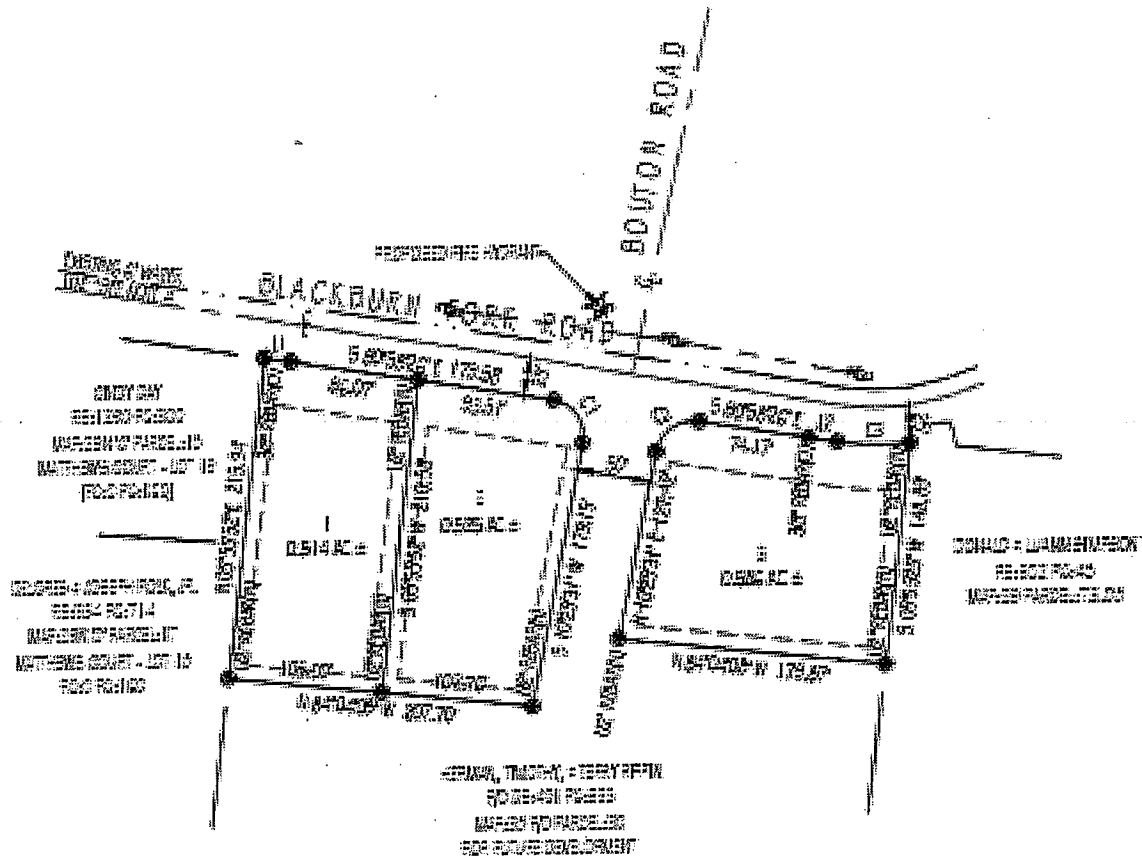
This plat is to create twenty lots on 14.831 acres on Blackburn Fork road from parcel 038-030.00. One new road will be required. The proposed road will be named H C Pippin Drive and will be approximately 1000 foot long. The new roads centerline will match up with the centerline of Bouton Road on the opposite side of Blackburn Fork Road. There are two proposed fire hydrants, one across Blackburn Fork Road from lot 2 and one at the end of the cul-de-sac, between lots 11 and 12. One lot will be 4.907 acres with the rest being in the range of 0.472 acres to 0.66 acres.

Flag lot is not large enough for future road with cul-de-sac. Dale Moss moved to approve the preliminary plat as presented, subject to the plan and profile being submitted. Motion was seconded and unanimously approved.



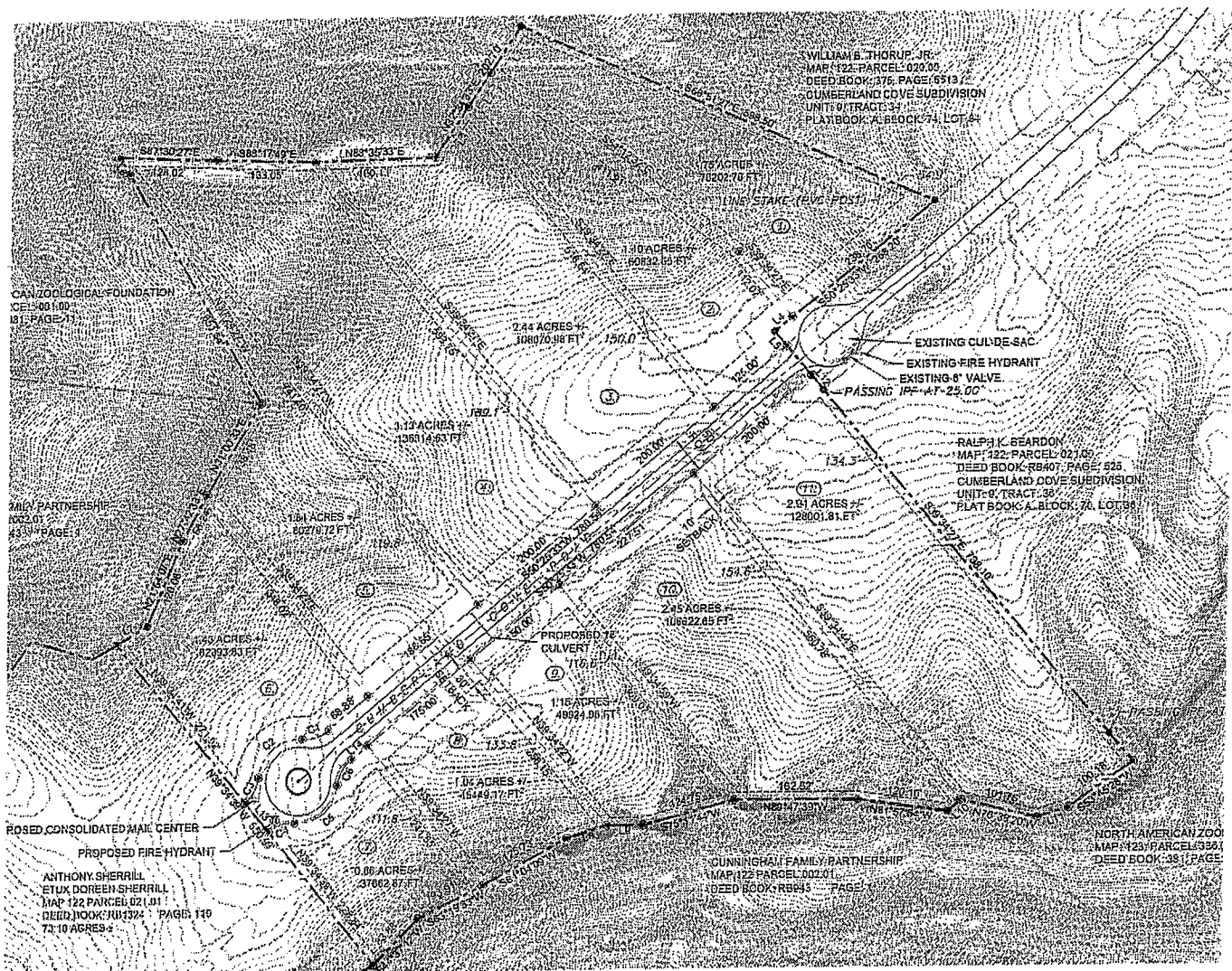
F. PIPPIN ESTATES DIVISION PHASE 1 FINAL PLAT, MAPLES SURVEYING

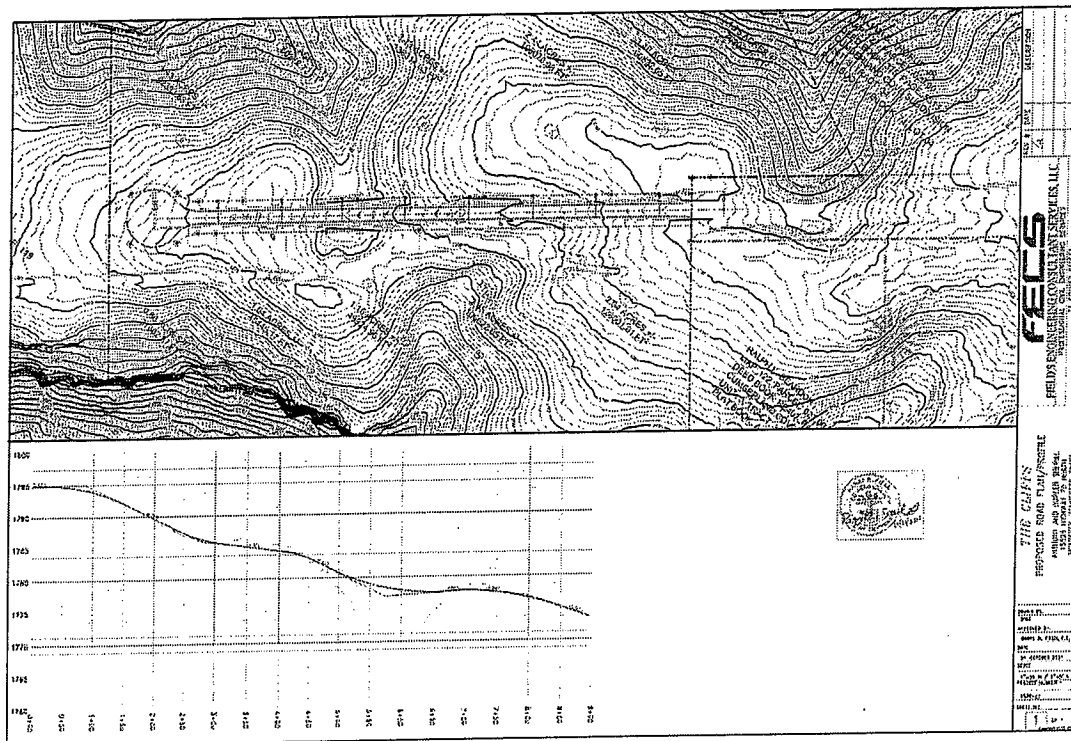
This is the first three lots of Pippin Estates. These three lots have existing road frontage and utilities. They are going to install a hydrant across Blackburn Fork Rd from lot 2. Phil Wilbourn moved to approve subject to soils, signatures and installation of the fire hydrant. Motion was seconded and unanimously approved.



G. THE CLIFFS PRELIMINARY PLAT, GOAD SURVEYING

This plat is to create eleven lots at the end of Cumberland Cove Road. An extension of Cumberland Cove Road will be required. One new fire hydrant will also be required. Lots will range from .086 acres to 3.3 acres. They have submitted a plan and profile of the proposed road. According to the surveyor, the existing road right-of-way was wider than regulations specifications and squared at the end as shown on the plat. The family plans to have a farm on the remaining portion of the tract. Plans are for septic to be on individual lots. Soil testing have not been performed yet. Dale Moss moved to approve the preliminary plat as presented. Motion was seconded and unanimously approved.



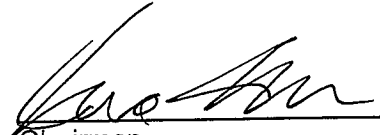


- Report from Chairman: None.
- Report from Planning Commission Engineer: Patrick Rinks shared that most of the 4" rock had been installed in Autumn Woods, electric has not been installed and still had some drainage issues to work out.

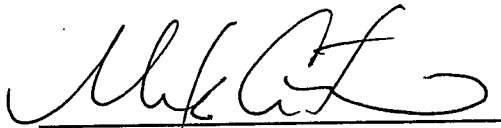
- Report from Planning Director: Planning Director Rush shared that the required documentation to accept the streets in Pembroke Pines has been submitted to the Road Committee of the county commission.
- Report from other Members: None

ITEM 10: ADJOURNMENT

With no further business to discuss, the meeting was adjourned by mutual consent.


Chairman

2-1-22
Date


Secretary

2-1-22
Date

**MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
NOVEMBER 2, 2021**

The Putnam County Regional Planning Commission met on November 2, 2021 at the Cookeville Community Center at 6:00 PM. Members attending were Chairman Jere Mason, Vice-Chairman Dale Moss, Secretary Mike Atwood, Jeff Jones, Jim Martin, David Mattson, Ted McWilliams and Phil Wilbourn. Ron Williamson was absent. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Taylor Dillehay of Whittenburg Surveying, Ron Brown, Jim Herrin of the Herald-Citizen and Betsy Scarisbrick of Stonecom Radio.

ITEM 1: CALL TO ORDER AND ROLL CALL

Chairman Jere Mason called the meeting to order after a quorum was established.

ITEM 2: APPROVE THE NOVEMBER 2, 2021 AGENDA

Jeff Jones moved to approve the agenda for the November 2, 2021 meeting. Motion was seconded and approved unanimously.

ITEM 3: MINUTES OF THE OCTOBER 5, 2021 MEETING

Ted McWilliams moved to approve the October 5, 2021 Minutes. Motion was seconded and approved unanimously.

ITEM 4: REVIEW OF APPROVED PRELIMINARY PLATS

- **Autumn Woods Preliminary Plat (All Phases)**, Vick Surveying. Conditional preliminary approval 4/7/2020.
- **Mountain Brooke Subdivision Preliminary Plat**, Vick Surveying. Conditional preliminary approval 12/8/2020.
- **Glen Oaks Preliminary Plat**, Whittenburg Surveying. Conditional preliminary approval 6/1/2021.

ITEM 5: OUTSTANDING LETTERS OF CREDIT:

Willow Estates- Jackie Schubert (\$130,000 Money Order for Knox Ln, Jack Dr, Katie Cir, and Sunbright Cir extension) - Final plat approved 10/5/2021, expires 4/25/2022

ITEM 6: ACCEPTANCE OF NEW STREETS: NONE

ITEM 7: ADMINISTRATIVELY APPROVED PLATS

- A. JORDAN & REBEKAH FITZPATRICK DIVISION, WHITTENBURG SURVEYING**
Created one 2.00-acre parcel from 038-030.02 on Claude Loftis Rd. with over 5 acres remaining.
- B. PHILLIP & RENA MOSES DIVISION, WHITTENBURG SURVEYING**
Created one 0.98 acre parcel from 085-004.01 on Academy Rd. with over 5 acres remaining.
- C. TAYSE & JENNINGS DIVISION, WHITTENBURG SURVEYING**
Created one 2.18-acre parcel from 095-024.00 on Burgess School Rd. with over 5 acres remaining.
- D. KEVIN & SHERRI ALLEN DIVISION, WHITTENBURG SURVEYING**
Created one 2.5-acre parcel from 010-037.00 on Hill Rd. with over 5 acres remaining.
- E. GEO MASSA DIVISION, WHITTENBURG SURVEYING**
Created one 4.69-acre parcel from 112-089.00 on Old Mill Rd. with over 5 acres remaining.
- F. CLEMONS, KESLER, & DAVIS DIVISION, WHITTENBURG SURVEYING**
Line adjustment between parcels from 114-003.00 & 114-004.00 on Clemons Ridge Rd.
- G. STEELE & WHITLEY DIVISION, WHITTENBURG SURVEYING**
Line adjustment between parcels from 055B-C-005.01 & 055B-C-005.02 on Westgate Rd.
- H. W.W. JUDD DIVISION, WHITTENBURG SURVEYING**
Line adjustment between parcels from 055C-A-015.00 & 055-037.00 on Double Springs Rd.
- I. GLEN OAKS PHASE I DIVISION, WHITTENBURG SURVEYING**
Single lot (Lot #10) with existing utilities and road frontage from Glen Oaks subdivision, preliminary plat approved 6/1/2021.

ITEM 8: SUBDIVISION PLATS:

A. HAROLD AND BERNISE CARTER FINAL PLAT, WHITTENBURG SURVEYING

This plat is to take 2.83-acres from a 20-acre tract (parcel 013-004.00) owned by the Carter's and combine it with 013-004.01 (95-acres), owned by Sam Stout. Both parcels are on Martin Creek Road and will both remain over 5 acres but are on opposite sides of the street. No public utility water is provided in the area. All properties are on wells. This 2.83-acres is in the flood zone. The only reason Mr. Stout is purchasing this is to get power ran to his property on the other side of Martin Creek Road.

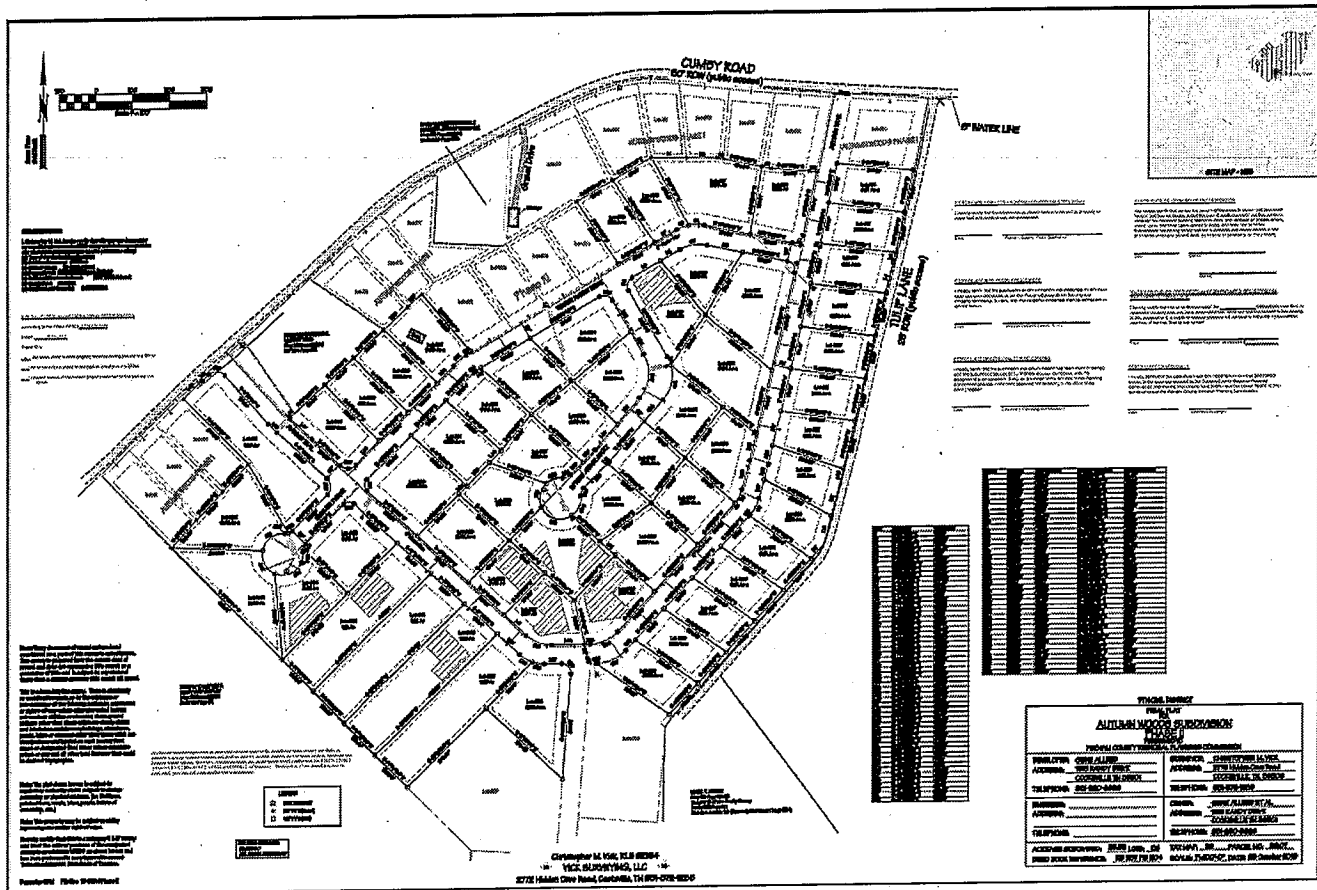
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Planning Director Rush and Planning Commission Engineer Rinks questioned the need for this as the stated purpose was to buy this so that electric could be run to the farm on the other side of the road. Taylor Dillehay stated that they are going to buy the lot because UCEMC wanted to move the power lines and add three new poles to serve the farm across the street but the current owner did not want to do an easement.

Mike Atwood moved to approve the final plat as presented. Motion was seconded and approved unanimously.

B. AUTUMN WOODS SUBDIVISION PHASE II FINAL PLAT, VICK SURVEYING

This final plat for the second phase of Autumn Woods subdivision off of Cumby Road. It contains a total of 56 lots, lot #4 (which was not part of Phase I due to soil work still be done at the time), lot #16-29, #58-70, and #75-102. Lots #71-74 have been moved into Phase III due to more soil work being required on these 4 lots. This phase required several new streets to be constructed. Autumn Trail loops off Cumby Road and connects back into Cumby Road. Winter Haven Dr will circle between one end of Autumn Trail and the other end of Autumn Trail. There are a couple of cul-de-sacs, Spring Arbor Court off of Winter Haven Drive, and Summer Pointe off Autumn Trail at Winter Haven Dr. Phase IV will be a cul-de-sac off Winter Haven Drive extending to the south. The Developers Ron Brown and Gene Alred are going to submit separate letters of credit to cover the rest of the road. Patrick Rinks calculated the amount of the total surety to be \$250,000. Mr. Brown and Mr. Alred have submitted a letter of credit for \$125,000 each. We will hold both letters of credit until the road is completed. In the case of default, we would cash in both at the same time.



Planning Director Rush informed the planning commission that the rock base for the roads has not been installed. Ron Brown stated that the weather had been an issue for them and that as soon as the weather permitted, the rock would be installed. Mr. Brown stated that UCEMC is waiting on final approval to start installation of the electric lines. This has not been a requirement in the past and was not required at Willow Estates, approved in October. Staff noted there are a few things that need to be corrected/added to the plat. Drainage easements are needed along several lots and should follow the contour along these major drains. Also, the fire hydrants need to be checked to make sure they are in the right location on the plat. One area along Spring Arbor Ct had standing water that will need to be addressed (specifically on lots 95, 79, 82, & 102). The east entrance of Autumn Trail will need to be reworked to lower the tile by several inches. Ron Brown stated that

he would like to get final approval subject to the base stone being installed and the other corrections mentioned by staff.

Staff stated that final plat approval usually occurs after 4-inches of rock has been installed on the road with guarantee instruments submitted to cover the rest, but in this case, the plat will not be signed until the rock has been installed and other conditions met.

Mike Atwood moved to approve the plat subject to the following conditions: 4-inches of rock base being installed on the roads per subdivision regulation specifications, the installation of electric lines to serve the subdivision, addressing the issue of standing water along Spring Arbor Ct on lots 95, 79, 82, & 102 and tile at east entrance, addition of required plat certificates that were missing, correction of location of fire hydrants on the plat, field verification of all drainage easement locations and all plat signatures. Motion was seconded and approved unanimously.

ITEM 9: STAFF REPORTS

- Report from Chairman: None
- Report from Planning Commission Engineer: None
- Report from Planning Director: Mr. Rush stated that Ron Williamson has resigned from the planning commission. Mr. Williamson cited being appointed to the Cumberland Cove HOA as his reason for resigning. Members were encouraged to suggest someone from the Monterey area to replace Mr. Williamson.
- Report from other Members: None

ITEM 10: ADJOURNMENT

With no further business to discuss, the meeting was adjourned by mutual consent.


Chairman

Date


Secretary

12-7-21
Date

**MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
OCTOBER 5, 2021**

The Putnam County Regional Planning Commission met on October 5, 2021 at the Cookeville Community Center at 6:00 PM. Members attending were Chairman Jere Mason, Vice-Chairman Dale Moss, Jeff Jones, Jim Martin, David Mattson, Ted McWilliams and Phil Wilbourn. Secretary Mike Atwood and Ron Williamson were absent. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, County Road Superintendent Randy Jones, Jim Herrin of the Herald-Citizen, Anthony Leonard, Ed Degroat, Pete Scerbo, Jackie Schubert, and Benjamin Armstrong.

ITEM 1: CALL TO ORDER AND ROLL CALL

Chairman Jere Mason called the meeting to order after a quorum was established.

ITEM 2: APPROVE THE OCTOBER 5, 2021 AGENDA

Dale Moss moved to approve the agenda for the October 5, 2021 meeting. Motion was seconded and approved unanimously.

ITEM 3: MINUTES OF THE SEPTEMBER 7, 2021 MEETING

Jim Martin moved to approve the September 7, 2021 Minutes. Motion was seconded and approved unanimously.

ITEM 4: REVIEW OF APPROVED PRELIMINARY PLATS

- **Autumn Woods Preliminary Plat (All Phases)**, Vick Surveying. Conditional preliminary approval 4/7/2020.
- **Willow Estates Subdivision Preliminary Plat**, Clinton Surveying. Conditional preliminary approval 7/7/2020.
- **Mountain Brooke Subdivision Preliminary Plat**, Vick Surveying. Conditional preliminary approval 12/8/2020.
- **Glen Oaks Preliminary Plat**, Whittenburg Surveying. Conditional preliminary approval 6/1/2021.

ITEM 5: OUTSTANDING LETTERS OF CREDIT: NONE

ITEM 6: ACCEPTANCE OF NEW STREETS: NONE

ITEM 7: ADMINISTRATIVELY APPROVED PLATS

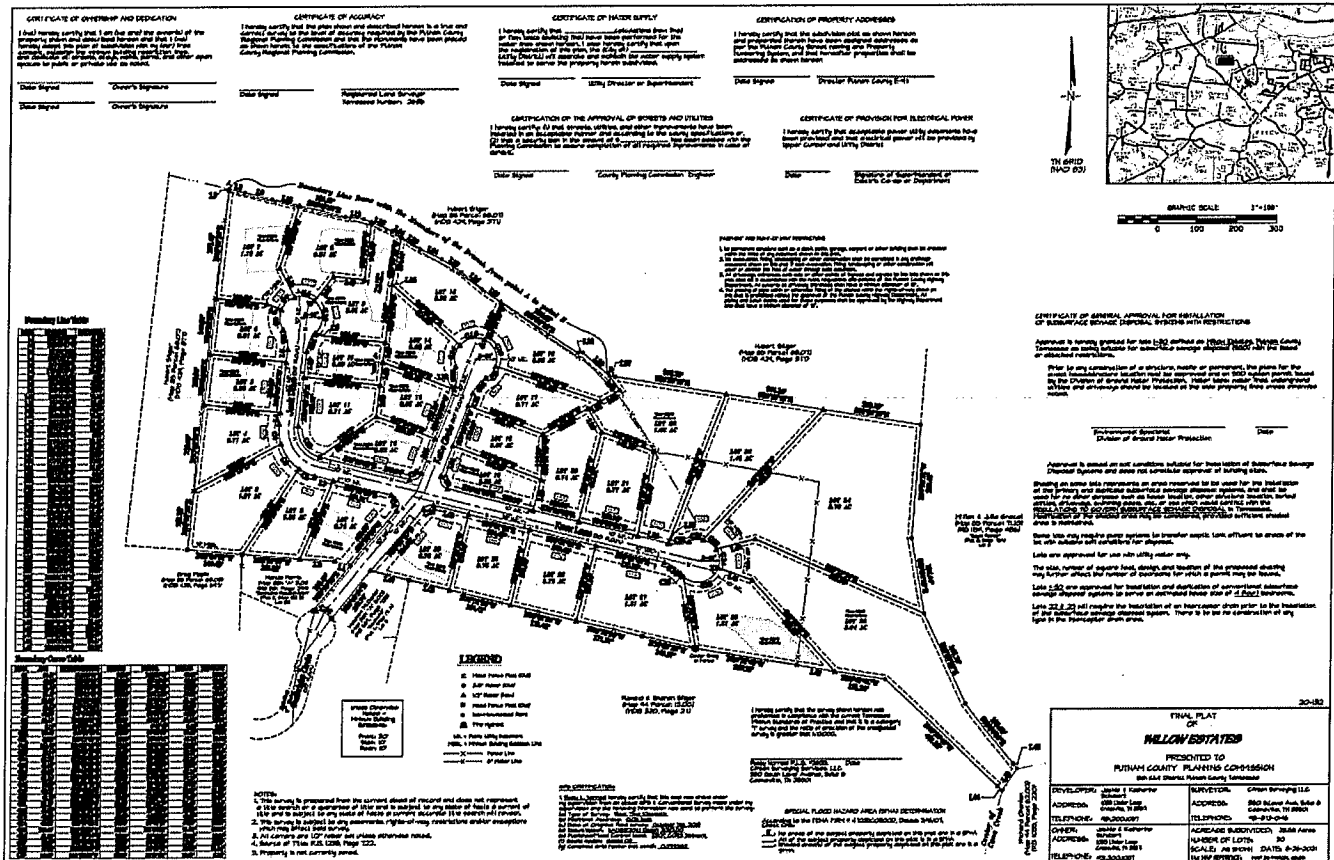
A. THE PARK AT LAKE VALLEY FINAL PLAT, NORTHCUTT SURVEYING

Divided one 2.73 acre parcel (067N-C-001.00) on Lake Valley Drive into a .087 acre lot and a 1.86 acre lot.

ITEM 8: SUBDIVISION PLATS:

A. WILLOW ESTATES FINAL PLAT, CLINTON SURVEYING

This final plat off of Sunbright Circle, divides parcel 085-068.05 into 30 lots. Sunbright Circle will be extended into the tract and then two cul-de-sacs will be added to serve additional lots. During preliminary plat approval in July 2020, a variance was granted to allow the roads to be longer than the maximum length of the subdivision regulations. They plan to submit a surety instrument after 4 inches of rock base have been set on the roads. The three roads are now named Katie Circle, Jack Drive, and Knox Lane.

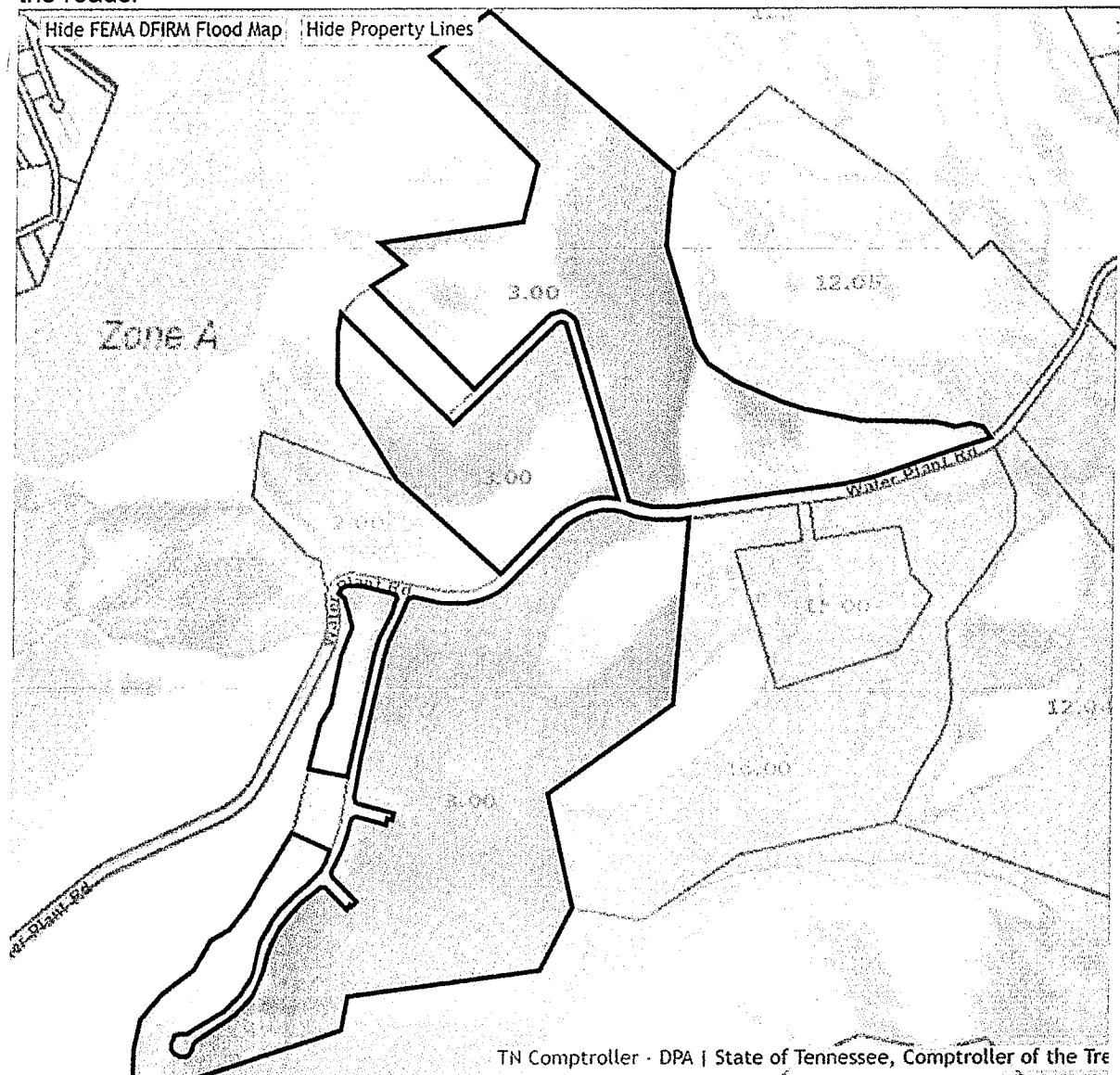


Planning Director Rush stated there were a few issues with the plat that need to be corrected. Issues included location of hydrants, specific wording of certificates, show drainage tiles on plat, adding drainage easements, notation that part of the property is in the flood plain, and others. Planning Director Rush sent a list to the surveyor of all the issues to be corrected. Planning Commission Engineer Rinks stated the road has 4-inches of base rock down and that they plan to pave the street in the spring after it has set over the winter. He noted that the Upper Cumberland Electric had not installed the electric lines and the developer will need to submit a letter of credit in the amount of \$130,000 to complete the base and paving of the road.

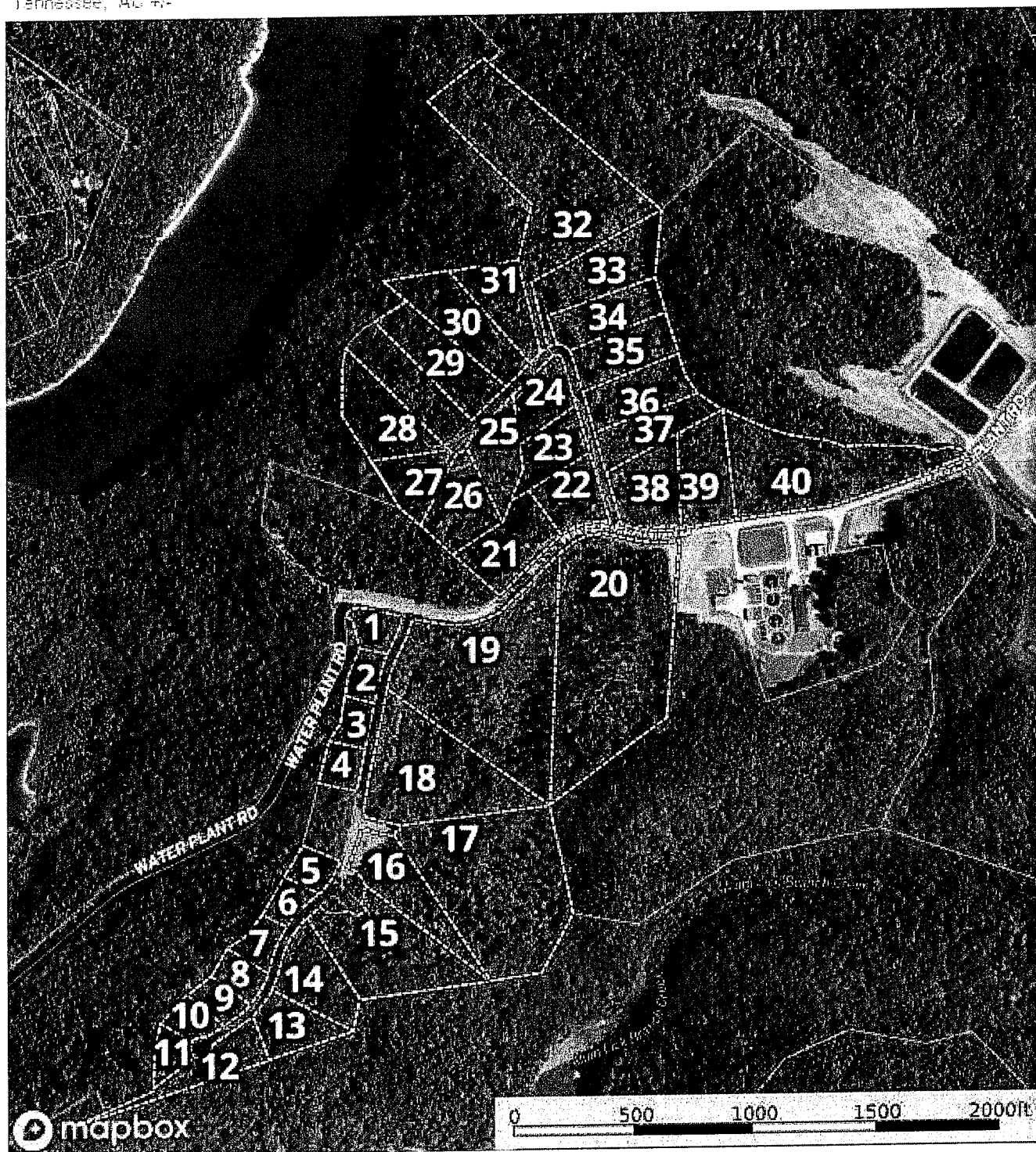
Jim Martin moved to approve the final plat as presented subject to the electric lines being installed, the letter of credit in the amount of \$130,000, and the plat corrections as per staff. Motion was seconded and approved unanimously.

B. DISCUSSION OF POTENTIAL SUBDIVISION ON WATER PLANT ROAD

Pete Scerbo represents a development company out of Nashville. He wanted to discuss the possible re-subdivision of an old undeveloped subdivision. The overall plan is to divide parcel 003.00, which is over 80 acres, into approximately 40 lots. The county road stops just before the Cookeville water plant, between the plant on parcel 015.00 shown below and parcel 12.05 which has some water treatment lagoon pools. The developer knows that the two cul-de-sacs would have to be built to our standard. The existing right-of-way was partially developed, with 18-19 feet of tar and chip surfacing. The developer would dedicate additional right-of-way to make it 50 feet wide. They would like to discuss leaving this as is without being required to pave it with asphalt. The developer is working to ensure that what is shown as right-of-way is dedicated right-of-way and not an easement. They intend to make the roads private and have an HOA to maintain the roads.

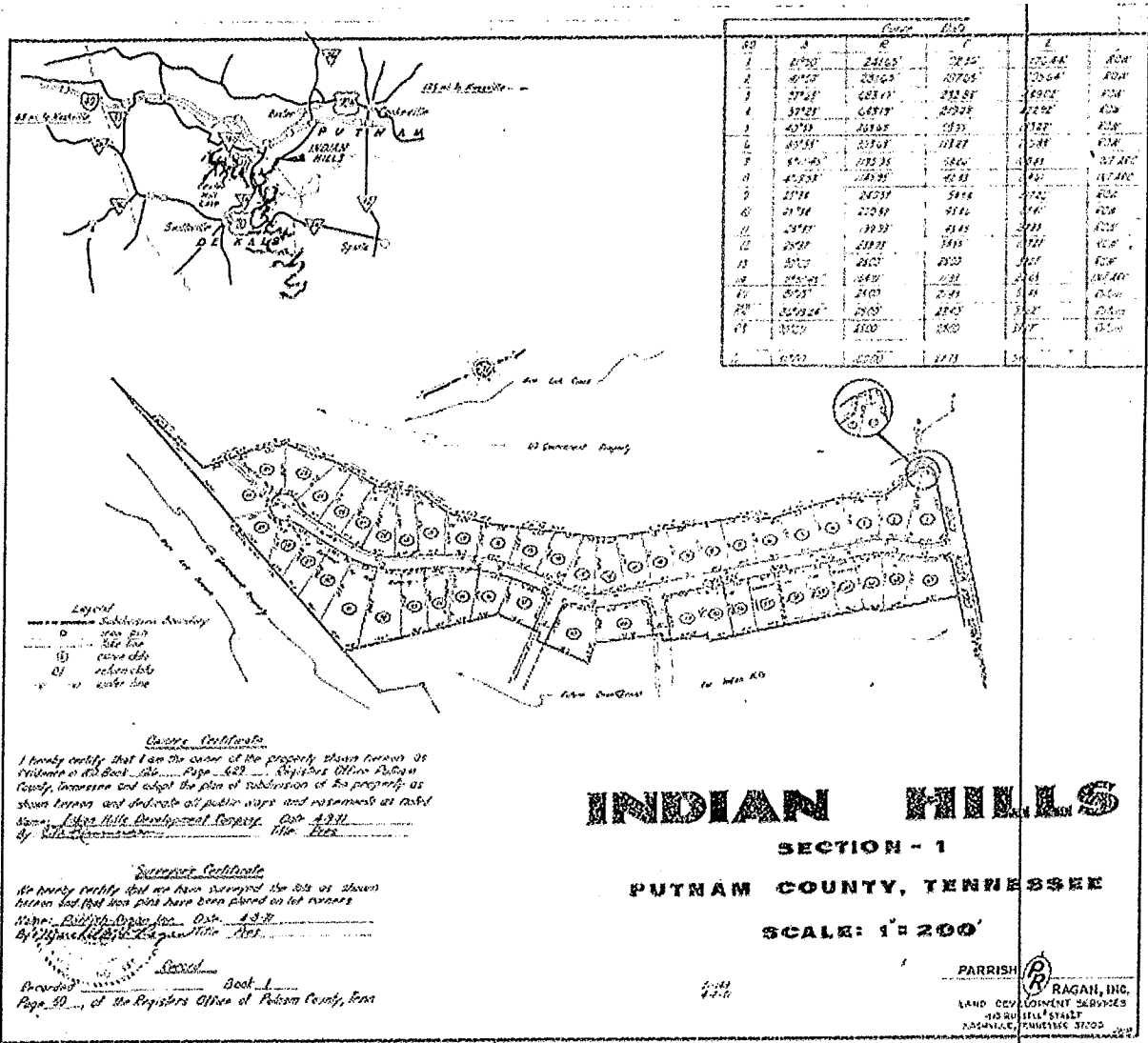


Baxter Water Plant Drive
Tennessee, AO +/-

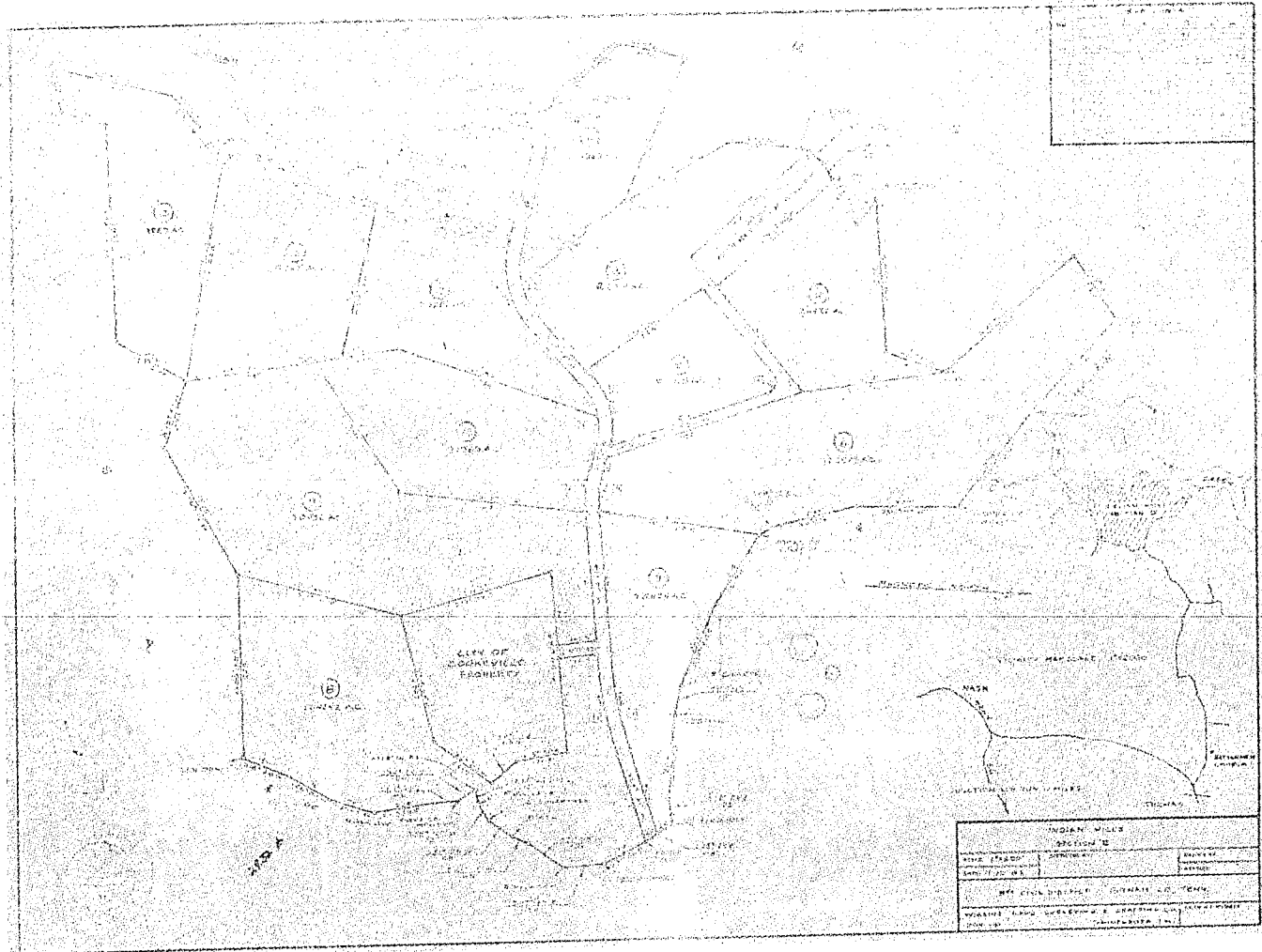


The City of Cookeville Water Dept sent Chairman Mason the following two old surveys.

Minutes of the Putnam County Regional Planning Commission October 5, 2021 Meeting



STATE OF TENNESSEE, PUTNAM COUNTY
The following is a true and correct copy of the
original of the above described plat as the same
was filed for record in the office of the
Register of Deeds of Putnam County, Tennessee
on the 4th day of April, 2021.
JENNIFER L. BARNES
Register of Deeds



Mr. Scerbo stated that they would dedicate right-of-way to make them 25-foot off center along the property that they own if they proceed. They would like to be able to use the existing road, which is approximately 18-19 foot wide oil and chip road, without being made to upgrade it to asphalt. Photos of the road were shown to the commission. Some asphalt has been placed in front of the water treatment plant. Randy Jones stated the County no longer accepts tar and chip roads and the existing road up to the water treatment plant were in good shape and only from that point on need to be considered. Patrick Rinks stated that the planning commission would really need to know how the existing road was constructed in order to make a decision on the matter. Options, such as doing core samples of the road to see how it was constructed or just adding base and paving over it the existing road, were discussed.

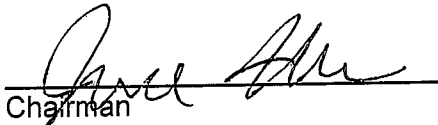
The planning commission did not take any formal action on this as it was a discussion item only. The planning commission stated they would consider, but not necessarily approve, any plat that is presented to them.

ITEM 9: STAFF REPORTS

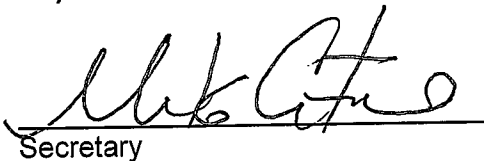
- Report from Chairman: None
- Report from Planning Commission Engineer: None
- Report from Planning Director: Mr. Rush stated that he would work on some standard forms for letters of credit and escrow accounts and get with County Attorney Jeff Jones and present something to the planning commission as soon as possible. Also, encouraging developers to follow through with the paperwork required to get roads accepted by the County was discussed. In particular, the roads in Pembroke Pines were recommend for acceptance by the Planning Commission last fall, but the developer has not provided the necessary paperwork required by the County. Randy Jones mentioned the road in Hilltop had never been accepted by the County even though the Planning Commission recommended acceptance in 2006.
- Report from other Members: None

ITEM 10: ADJOURNMENT

With no further business to discuss, the meeting was adjourned by mutual consent.


Chairman

11-2-21
Date


Secretary

11-2-21
Date

**MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
SEPTEMBER 7, 2021**

The Putnam County Regional Planning Commission met on September 7, 2021 at the Cookeville Community Center at 6:00 PM. Members attending were Chairman Jere Mason, Vice-Chairman Dale Moss, Secretary Mike Atwood, Jim Martin, David Mattson, Jeff Jones, Ron Williamson, and Phil Wilbourn. Ted McWilliams was absent. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Jim Herrin of the Herald-Citizen, Betsy with Stone Com Radio, and Taylor Dillehay of Whittenburg Surveying.

ITEM 1: CALL TO ORDER AND ROLL CALL

Chairman Jere Mason called the meeting to order after a quorum was established.

ITEM 2: APPROVE THE SEPTEMBER 7, 2021 AGENDA

Planning Director Rush informed the commission that item 8A, The Willow Estates plat had been withdrawn by the developer. Jim Martin moved to approve the agenda for the September 7, 2021 meeting. Motion was seconded and approved unanimously.

ITEM 3: MINUTES OF THE AUGUST 3, 2021 MEETING

Mike Atwood moved to approve the August 3, 2021 Minutes. Motion was seconded and approved unanimously.

ITEM 4: REVIEW OF APPROVED PRELIMINARY PLATS

- **Autumn Woods Preliminary Plat (All Phases)**, Vick Surveying. Conditional preliminary approval 4/7/2020.
- **Willow Estates Subdivision Preliminary Plat**, Clinton Surveying. Conditional preliminary approval 7/7/2020.
- **Mountain Brooke Subdivision Preliminary Plat**, Vick Surveying. Conditional preliminary approval 12/8/2020.
- **Glen Oaks Preliminary Plat**, Whittenburg Surveying. Conditional preliminary approval 6/1/2021.

ITEM 5: OUTSTANDING LETTERS OF CREDIT: NONE

ITEM 6: ACCEPTANCE OF NEW STREETS: NONE

ITEM 7: ADMINISTRATIVELY APPROVED PLATS

A. MISSY DORSEY DIVISION FINAL PLAT, MAPLES SURVEYING

Created one 1.00 acre lot on South Allen Road at Camphouse Rd from parcel 111-071.00.

B. PAMELA AND KYLE PETERSON DIVISION FINAL PLAT, WHITTENBURG SURVEYING

Created one 2.72 acre lot on Long Lane from parcel 095-041.00 with an existing house (addressed 3701 Long Lane). The remainder of the tract is to be combined with the adjoining parcel 095-046.07 owned by Marrie and Jeffrey Stafford.

ITEM 8: SUBDIVISION PLATS:**A. WILLOW ESTATES FINAL PLAT, CLINTON SURVEYING**

This final plat off of Sunbright Circle, divides parcel 085-068.05 into 30 lots. Sunbright Circle will be extended into the tract and then two cul-de-sacs will be added to serve additional lots. During preliminary plat approval in July 2020, a variance was granted to allow the roads to be longer than the maximum length of the subdivision regulations. Jackie Schubert stated that they had planned on proof rolling the grading this week, but the rains have set them back. They plan to submit a surety instrument after 4 inches of rock has been set on the roads. The three roads are now named Katie Circle, Jack Drive, and Knox Lane.

CERTIFICATE OF OWNERSHIP AND DEDICATION
I, the undersigned, do hereby certify that I am the owner of the above described land and that I have the right to convey the same and that I have the right to dedicate the same to the public use of the County of Putnam, Tennessee.

CERTIFICATE OF AGGREGATION
I hereby certify that the above described land is a true and correct aggregation of the land shown on the plat and that I have the right to convey the same and that I have the right to dedicate the same to the public use of the County of Putnam, Tennessee.

CERTIFICATE OF WATER SUPPLY
I hereby certify that the above described land is a true and correct aggregation of the land shown on the plat and that I have the right to convey the same and that I have the right to dedicate the same to the public use of the County of Putnam, Tennessee.

CERTIFICATE OF PROPERTY ADDRESS
I hereby certify that the above described land is a true and correct aggregation of the land shown on the plat and that I have the right to convey the same and that I have the right to dedicate the same to the public use of the County of Putnam, Tennessee.

CERTIFICATE OF APPROVAL OF STREETS AND UTILITIES
I hereby certify that the above described land is a true and correct aggregation of the land shown on the plat and that I have the right to convey the same and that I have the right to dedicate the same to the public use of the County of Putnam, Tennessee.

CERTIFICATE OF PROVISION FOR ELECTRICAL POWER
I hereby certify that the above described land is a true and correct aggregation of the land shown on the plat and that I have the right to convey the same and that I have the right to dedicate the same to the public use of the County of Putnam, Tennessee.

CERTIFICATE OF FINAL APPROVAL FOR INSTALLATION OF SEWERAGE SYSTEMS WITHIN THE TRACT
I hereby certify that the above described land is a true and correct aggregation of the land shown on the plat and that I have the right to convey the same and that I have the right to dedicate the same to the public use of the County of Putnam, Tennessee.

LEGEND
1. All lots shown on this plat are of equal area.
2. All lots shown on this plat are of equal area.
3. All lots shown on this plat are of equal area.
4. All lots shown on this plat are of equal area.
5. All lots shown on this plat are of equal area.

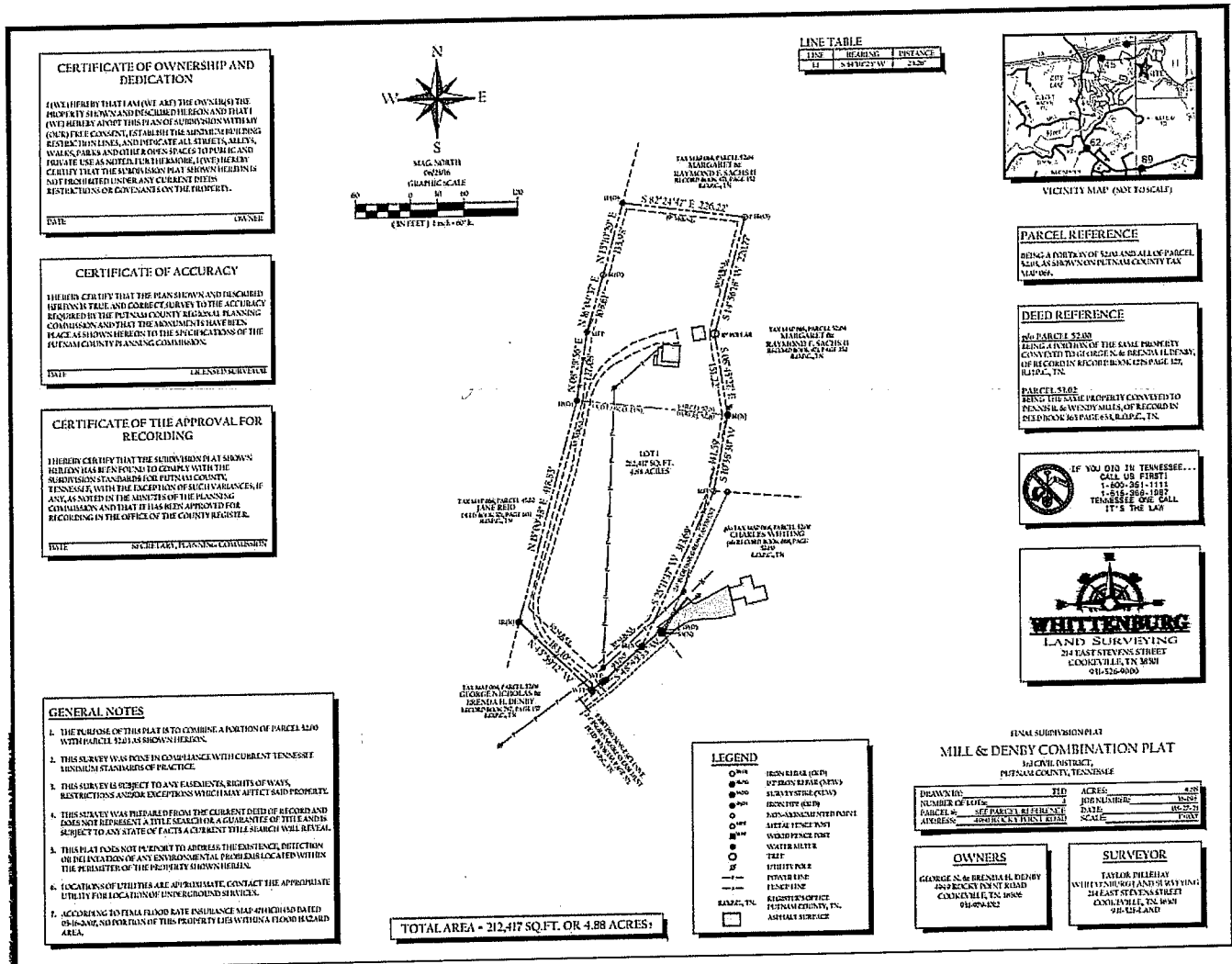
NOTES
1. This plat is prepared from the current deed of record and does not represent a true and correct aggregation of the land shown on the plat.
2. This plat is prepared from the current deed of record and does not represent a true and correct aggregation of the land shown on the plat.
3. This plat is prepared from the current deed of record and does not represent a true and correct aggregation of the land shown on the plat.
4. This plat is prepared from the current deed of record and does not represent a true and correct aggregation of the land shown on the plat.
5. This plat is prepared from the current deed of record and does not represent a true and correct aggregation of the land shown on the plat.

FINAL PLAT OF WILLOW ESTATES
RESUBMITTED TO PUTNAM COUNTY PLANNING COMMISSION
DATE: 10/15/2021
ADDRESS: 1000 Sunbright Circle, Putnam County, TN 37083
TELEPHONE: 615-330-0001
DEVELOPER: J. K. Schubert
ADDRESS: 1000 Sunbright Circle, Putnam County, TN 37083
TELEPHONE: 615-330-0001
SURVEYOR: J. K. Schubert
ADDRESS: 1000 Sunbright Circle, Putnam County, TN 37083
TELEPHONE: 615-330-0001
APPROVED SUBDIVISION: J. K. Schubert
NAME OF LOTS: 30
SCALE: AS SHOWN
DATE: 10/15/2021
BY: J. K. Schubert

No action was taken as this was withdrawn by the developer.

B. MILLS AND DENBY COMBINATION FINAL PLAT, WHITTENBURG SURVEYING

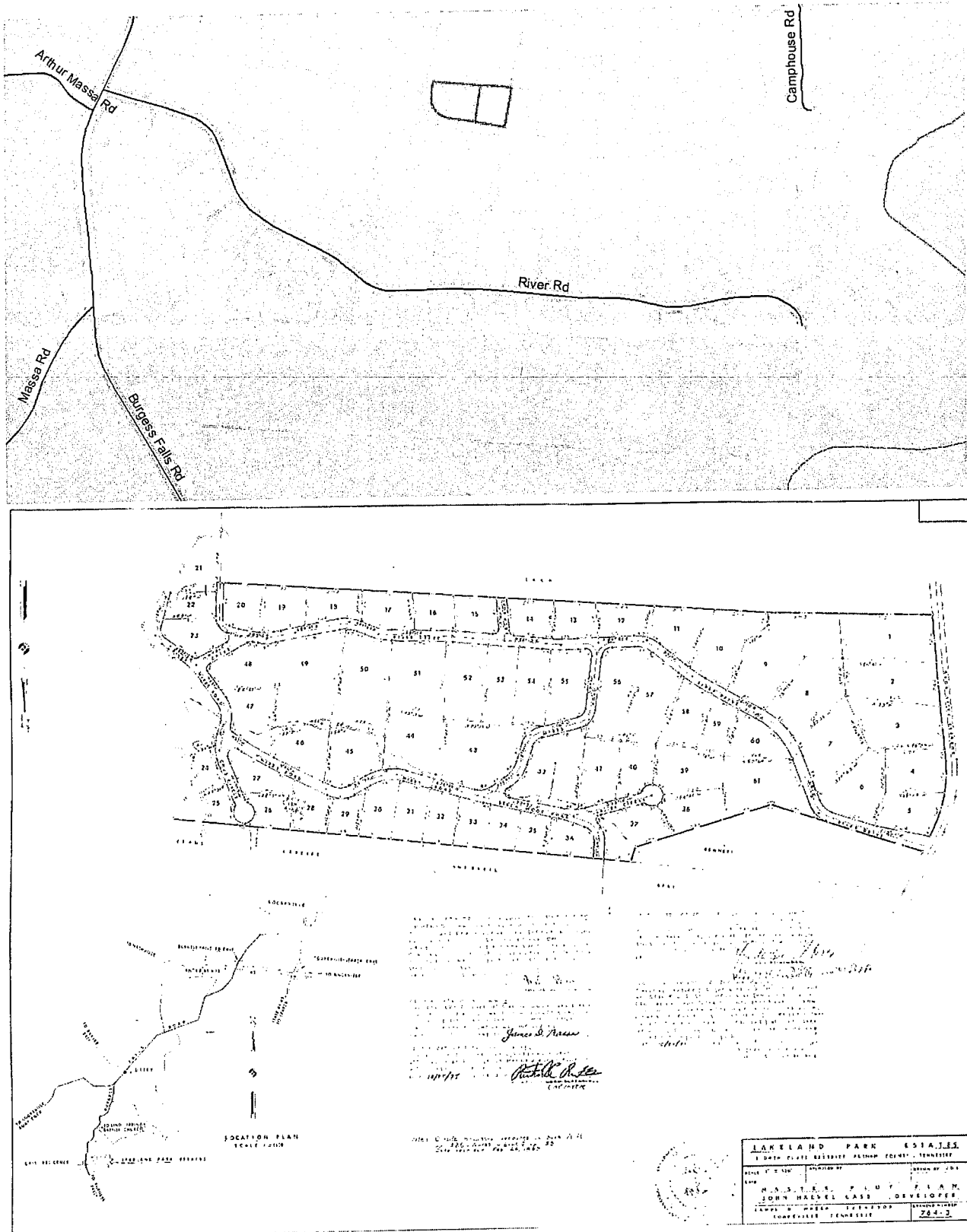
This is a line adjustment between parcels on Rocky Point Rd. Both parcels are accessed off a recorded ingress/egress easement and are landlocked. Dennis Mills owns 1.9 acres at 4980 Rocky Point Rd (068-052.03) and wants to buy 2.93 acres from the adjoining five acre tract owned by George Denby, 4949 Rocky Point Rd (068-052.00). This will make the Mills tract 4.88 acres and the Denby tract 1.587 acres. There will not be any new lots created.

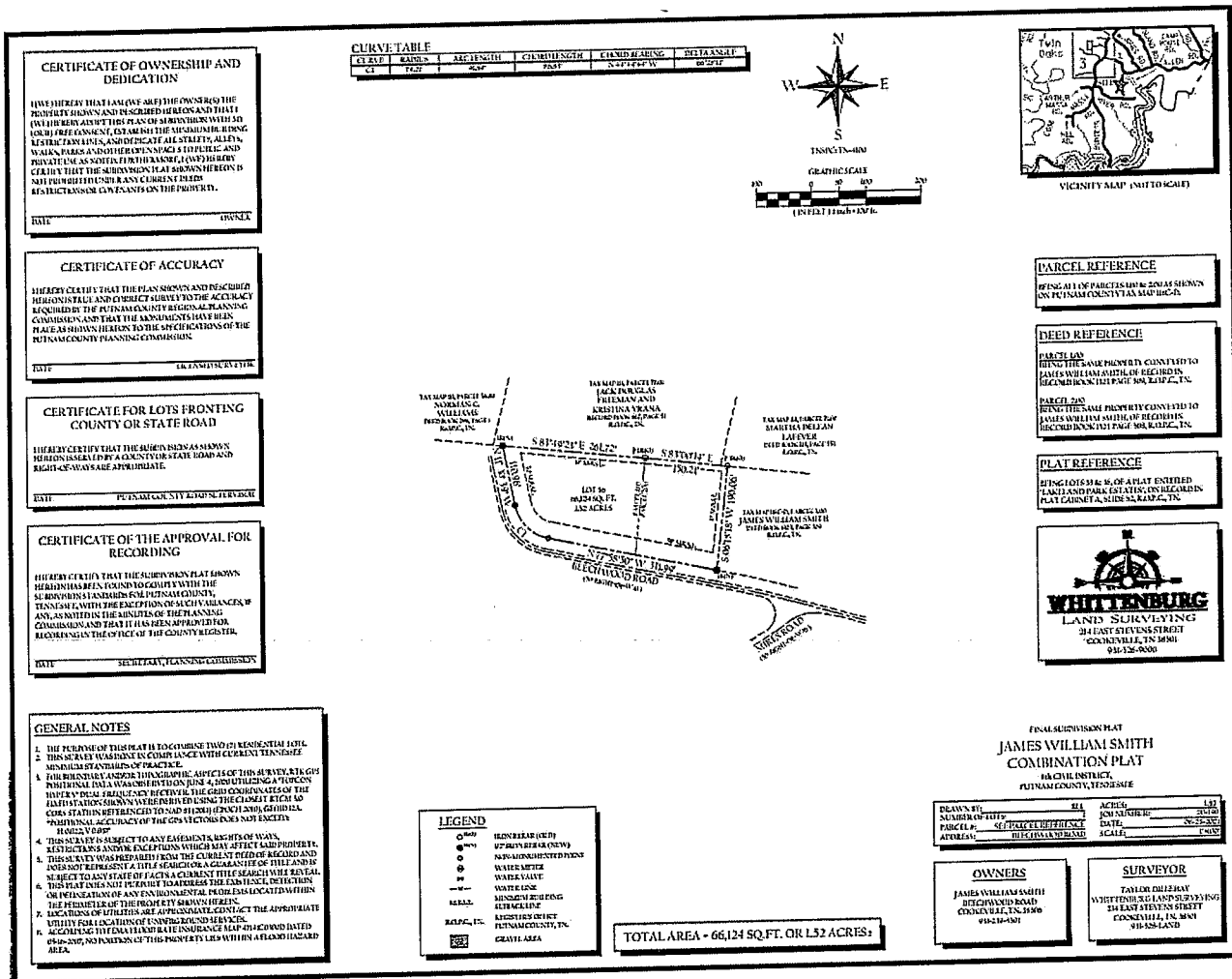


Taylor Dillehay stated that the remaining portion of the tract not shown is going to be combined with an adjoining parcel and that combined acreage will be over 5 acres, so in effect, there will actually be one less parcel when done that there are now. Dale Moss moved to approve the plat as presented with a variance on the required minimum road frontage. Motion was seconded and approved unanimously.

C. JAMES WILLIAM SMITH COMBINATION FINAL PLAT, WHITTENBURG SURVEYING

This is to combine lots 35 & 36 in Lakeland Park Estates (118C-D-001.00 & 118C-D-002.00) on Beechwood Rd. This subdivision plat was recorded in 1975. The only road in the Lakeland Park Estates that is a county road is River Road.





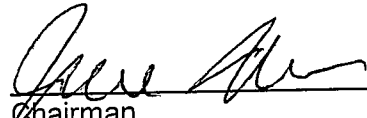
Taylor Dillehay stated that there are not any waterlines installed in the previous subdivision, and there will be a service line from a meter on River Road. After much discussion, it was determined that the only issue before the board is whether to allow the lots to be combined. Mike Atwood moved to approve the plat as presented to combine the lots into one lot. Motion was seconded and approved unanimously.

ITEM 9: STAFF REPORTS


- Report from Chairman: None
- Report from Planning Commission Engineer: The roads in Autumn Woods had been proof rolled and that a final plat would probably be ready in the next few months.
- Report from Planning Director: None
- Report from other Members: None

ITEM 10: ADJOURNMENT

With no further business to discuss, the meeting was adjourned by mutual consent.


Chairman

10-9-5-21
Date


Secretary

10-6-21
Date

**MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
AUGUST 3, 2021**

The Putnam County Regional Planning Commission met on August 3, 2021 at the Cookeville Community Center at 6:00 PM. Members attending were Chairman Jere Mason, Vice-Chairman Dale Moss, Secretary Mike Atwood, Jim Martin, David Mattson, Ted McWilliams, and Phil Wilbourn. Jeff Jones and Ron Williamson were absent. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, County Attorney Jeff Jones, Putnam Road Supervisor Randy Jones, Anthony Leonard, Lambres Lianos, Helen Lianos, Robert Riddle, Rich Ranne, Ed DeGroat, Rob Harrison, Benjamin Armstrong, and Taylor Dillehay of Whittenburg Surveying.

ITEM 1: CALL TO ORDER AND ROLL CALL

Chairman Jere Mason called the meeting to order after a quorum was established.

ITEM 2: APPROVE THE AUGUST 3, 2021 AGENDA

Planning Director Rush informed the commission that item 8E, The Ed and Suzanne Buck plat had been withdrawn by the developers and a discussion item was added. Jim Martin moved to approve the agenda for the August 3, 2021 meeting. Motion was seconded and approved unanimously.

ITEM 3: MINUTES OF THE JUNE 1, 2021 MEETING

Ted McWilliams moved to approve the June 1, 2021 Minutes. Motion was seconded and approved unanimously. The planning commission did not meet during the month of July 2021.

ITEM 4: REVIEW OF APPROVED PRELIMINARY PLATS

- **Autumn Woods Preliminary Plat (All Phases)**, Vick Surveying. Conditional preliminary approval 4/7/2020.
- **Willow Estates Subdivision Preliminary Plat**, Clinton Surveying. Conditional preliminary approval 7/7/2020.
- **Mountain Brooke Subdivision Preliminary Plat**, Vick Surveying. Conditional preliminary approval 12/8/2020.
- **West Fork Estates Preliminary Plat**, Whittenburg Surveying. Conditional preliminary (revised) approval 6/1/2021.
- **Glen Oaks Preliminary Plat**, Whittenburg Surveying. Conditional preliminary approval 6/1/2021.

ITEM 5: OUTSTANDING LETTERS OF CREDIT: NONE

ITEM 6: ACCEPTANCE OF NEW STREETS: NONE

ITEM 7: ADMINISTRATIVELY APPROVED PLATS

A. LOT 1 OF BO SHERRELL PROPERTY SUBDIVISION FINAL PLAT, VICK SURVEYING

Created one flag lot on Verble Sherrell Road from parcel 095-092.00.

B. PAPAPIETRO DIVISION FINAL PLAT, WHITTENBURG SURVEYING

Divided parcel 047-033.02 on Lake Hill Rd into 2 lots, each with an existing house.

8: SUBDIVISION PLATS:
A. WEST FORK ESTATES REVISED PRELIMINARY PLAT, WHITTENBURG SURVEYING

This is the preliminary plat from last meeting. Charles Maxwell Rd is a county road with 12-foot-wide surface width and 36 foot of right-of-way, according to the county road list. The plat was conditionally approved on June 1, 2021, subject to developer widening Charlie Maxwell Rd by four feet plus ditching along Mr. Leonard's side of road along the proposed development to the specifications for roads found in the subdivision regulations (without paving).

In an email, Mr. Leonard stated "Due to all the issues with Charlie Maxwell Rd, I would like to withdrawal my 6 lot plat that was approved by the planning commission."

Whittenburg Land Surveying will be submitting a new plat for consideration. This plat will combine the 6 lots into 1 lot and will be approximately 4 acres."

[illegible]

Staff stated that this should be done in a two-step process. First, the approval of the preliminary plat from the June meeting should be rescinded. Then this plat should be considered.

Jim Martin moved to rescind the preliminary approval as per the developer's request. The motion was seconded and all members voting yes.

Mike Atwood moved to approve this final plat of one 3.72-acre lot subject to signatures. Motion was seconded with all members voting to approve.

B. RANDY MANSELL DIVISION FINAL PLAT, WHITTENBURG SURVEYING

This plat is to create one vacant lot from 106-002.00 on Pleasant Ridge Rd. This had been previously administratively approved, but the soils came back poor. The request is to allow the septic to be on an easement instead of being fee simple part of the lot.

<p>CERTIFICATION OF APPROVAL OF SUBSURFACE SERVICE DISPOSAL</p> <p>APPROVAL BASED ON VISUAL INSPECTION OF THE PROPERTY AND THE RESULTS OF THE SURVEY. THE SURVEYOR HAS DETERMINED THAT THE PROPERTY IS SUITABLE FOR THE PROPOSED SUBSURFACE SERVICE DISPOSAL AND THAT THE PROPOSED DISPOSAL DOES NOT VIOLATE ANY APPLICABLE REGULATIONS OR ORDINANCES. THE SURVEYOR HAS ALSO DETERMINED THAT THE PROPOSED DISPOSAL DOES NOT AFFECT THE RIGHTS OF ANY OTHER PROPERTY OWNERS.</p> <p>DATE: _____ SURVEYOR: _____</p>	<p>CERTIFICATE OF OWNERSHIP AND DEDICATION</p> <p>I HEREBY CERTIFY THAT I AM (WE ARE) THE OWNER(S) OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I (WE) HEREBY DEDICATE THE SAME TO THE PUBLIC FOR THE PURPOSES OF THE PROPOSED SUBSURFACE SERVICE DISPOSAL. I (WE) HEREBY CERTIFY THAT THE PROPOSED DISPOSAL DOES NOT VIOLATE ANY APPLICABLE REGULATIONS OR ORDINANCES.</p> <p>DATE: _____ OWNER: _____</p>	<p>CURVE TABLE</p> <table border="1"> <thead> <tr> <th>CURVE</th> <th>RADIUS</th> <th>ARC LENGTH</th> <th>CHORD LENGTH</th> <th>CHORD BEARING</th> <th>DELTA ANGLE</th> </tr> </thead> <tbody> <tr> <td>C1</td> <td>214.29</td> <td>71.27</td> <td>124.27</td> <td>N 45° 23' 12" E</td> <td>53.902</td> </tr> <tr> <td>C2</td> <td>214.29</td> <td>71.27</td> <td>124.27</td> <td>N 45° 23' 12" E</td> <td>53.902</td> </tr> </tbody> </table>	CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE	C1	214.29	71.27	124.27	N 45° 23' 12" E	53.902	C2	214.29	71.27	124.27	N 45° 23' 12" E	53.902	<p>NEIGHBORHOOD MAP</p>
CURVE	RADIUS	ARC LENGTH	CHORD LENGTH	CHORD BEARING	DELTA ANGLE																
C1	214.29	71.27	124.27	N 45° 23' 12" E	53.902																
C2	214.29	71.27	124.27	N 45° 23' 12" E	53.902																
<p>CERTIFICATE FOR LOTS FRONTING COUNTY OR STATE ROAD</p> <p>I HEREBY CERTIFY THAT THE SUBDIVISION SHOWN HEREON IS SUBJECT TO A COUNTY OR STATE ROAD AND RIGHT-OF-WAY ARE APPROPRIATE.</p> <p>DATE: _____ PUTNAM COUNTY BOARD OF SUPERVISORS</p>	<p>CERTIFICATE OF ACCURACY</p> <p>I HEREBY CERTIFY THAT THE PLAT SHOWN AND DESCRIBED HEREON IS ACCURATE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. I HAVE CONDUCTED A THOROUGH SURVEY OF THE PROPERTY AND HAVE FOUND NO ERRORS OR OMISSIONS.</p> <p>DATE: _____ SURVEYOR: _____</p>	<p>LINE TABLE</p> <table border="1"> <thead> <tr> <th>LINE</th> <th>BEARING</th> <th>DISTANCE</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>S 45° 23' 12" E</td> <td>62.27</td> </tr> <tr> <td>2</td> <td>S 45° 23' 12" W</td> <td>71.27</td> </tr> <tr> <td>3</td> <td>S 45° 23' 12" W</td> <td>71.27</td> </tr> <tr> <td>4</td> <td>S 45° 23' 12" E</td> <td>71.27</td> </tr> </tbody> </table> <p>GRAPHIC SCALE</p> <p>(1 INCH = 100 FEET)</p>	LINE	BEARING	DISTANCE	1	S 45° 23' 12" E	62.27	2	S 45° 23' 12" W	71.27	3	S 45° 23' 12" W	71.27	4	S 45° 23' 12" E	71.27	<p>PARCEL REFERENCE</p> <p>THIS IS A PORTION OF PARCEL 201 AS SHOWN ON PUTNAM COUNTY TAX MAPS.</p>			
LINE	BEARING	DISTANCE																			
1	S 45° 23' 12" E	62.27																			
2	S 45° 23' 12" W	71.27																			
3	S 45° 23' 12" W	71.27																			
4	S 45° 23' 12" E	71.27																			
<p>GENERAL NOTES</p> <ol style="list-style-type: none"> 1. THE PURPOSE OF THIS PLAT IS TO CREATE ONE (1) RESIDENTIAL LOT. 2. THIS SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE TENSASSEE SURVEYING ACT AND THE TENSASSEE SURVEYING BOARD'S RULES AND REGULATIONS. 3. FOR RESIDENTIAL LOTS, THE SURVEYOR HAS DETERMINED THAT THE PROPERTY IS SUITABLE FOR THE PROPOSED SUBSURFACE SERVICE DISPOSAL AND THAT THE PROPOSED DISPOSAL DOES NOT VIOLATE ANY APPLICABLE REGULATIONS OR ORDINANCES. 4. THIS SURVEY IS SUBJECT TO ANY EASEMENTS, RIGHTS OF WAY, RESTRICTIONS AND/OR EASEMENTS WHICH MAY AFFECT SAID PROPERTY. 5. THIS SURVEY WAS PREPARED FROM THE CURRENT DEED OF RECORD AND DOES NOT REPRESENT A TITLE SEARCH OR A GUARANTEE OF TITLE AND IS SUBJECT TO ANY STATE OF FACTS AND CIRCUMSTANCES WHICH MAY BE REVEALED BY A TITLE SEARCH. 6. THIS PLAT DOES NOT PURPORT TO ADDRESS THE EXISTENCE, LOCATION OR DEEDS OF ANY EASEMENTS OR EASEMENTS WHICH MAY BE REVEALED BY A TITLE SEARCH. 7. LOCATIONS OF UTILITIES ARE APPROXIMATE AND SUBJECT TO THE APPROPRIATE UTILITY FOR LOCATION OF UTILITIES AND RECORDS. 8. ACCORDING TO FEMA FLOOD RISK ASSESSMENT MAP #160001010D, 05-16-2009, NO PORTION OF THIS PROPERTY LIES WITHIN A FLOOD HAZARD AREA. 	<p>CERTIFICATE OF THE APPROVAL FOR RECORDING</p> <p>I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE REQUIREMENTS AND STANDARDS FOR PUTNAM COUNTY, TENNESSEE, WITH THE EXCEPTION OF A FEW VARIANCES, IF ANY, AS NEEDED BY THE REQUIREMENTS OF THE PLANNING COMMISSION AND THAT IT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE COUNTY REGISTER.</p> <p>DATE: _____ SECRETARY, PLANNING COMMISSION</p>	<p>LEGEND</p> <ul style="list-style-type: none"> ● MAN ○ NON-APPROPRIATED POINT — VISION FENCE POST — CHUTE POLE — POWER LINE — FENCE LINE — TELEPHONE LINE — WATER LINE — MINERAL EASEMENT — SETBACK LINE — RECORDS OFFICE — PUTNAM COUNTY, TN — APPROVED SURFACE 	<p>DEED REFERENCE</p> <p>THIS IS A PORTION OF THE SAME PROPERTY CONVEYED TO RANDY MANSELL, OF RECORD IN DEED BOOK 107 PAGE 214, 10-10-15.</p>																		
<p>OWNERS</p> <p>RANDY MANSELL 710 PLEASANT RIDGE ROAD KNOXVILLE, TN 37914 918-234-0101</p>	<p>TOTAL AREA = 21,951 SQ. FT. OR 0.50 ACRES</p>	<p>OWNER'S CERTIFICATE</p> <p>I HEREBY CERTIFY TO THE PUBLIC OF MY KNOWLEDGE THAT THIS A CATEGORY "C" SURVEY AND THE PRECISION OF THE SURVEY IS GREATER THAN THE REQUIRED PRECISION TO BE SHOWN HEREON.</p> <p>TAYLOR DILLEHAY R.L.S. #2397 WHITTENBURG LAND SURVEYING, LLC 214 EAST STEVENS STREET KNOXVILLE, TN 37914</p>	<p>WHITTENBURG LAND SURVEYING</p> <p>214 EAST STEVENS STREET KNOXVILLE, TN 37914 918-234-0000</p>																		

Taylor Dillehay stated that based on the size of the remainder, the rest of the tract may be too small to qualify for greenbelt tax status, but the rest of the tract had not been surveyed. Staff recommended against easement indicating it would be cleaner if kept septic on same lot with fee simple. Time was of essence with approval due to a family illness. After much discussion, Jim Martin moved to approve the plat with a variance to allow the septic to be in an easement. Motion was seconded and approved with Chairman Jere Mason, Vice-Chairman Dale Moss, Jim Martin, David Mattson, and Ted McWilliams voting aye. Secretary Mike Atwood and Phil Wilbourn voted nay. Jeff Jones and Ron Williamson were absent.

Two lot subdivision on Landscape Road, from parcels 064-058.13 and 064-058.15. This was illegally subdivided and the owners of lot 2 are wanting to sell. They had an attorney tell them they needed to get this platted legally. Lot 2 is accessed by a 10' ingress/egress easement.

[illegible]

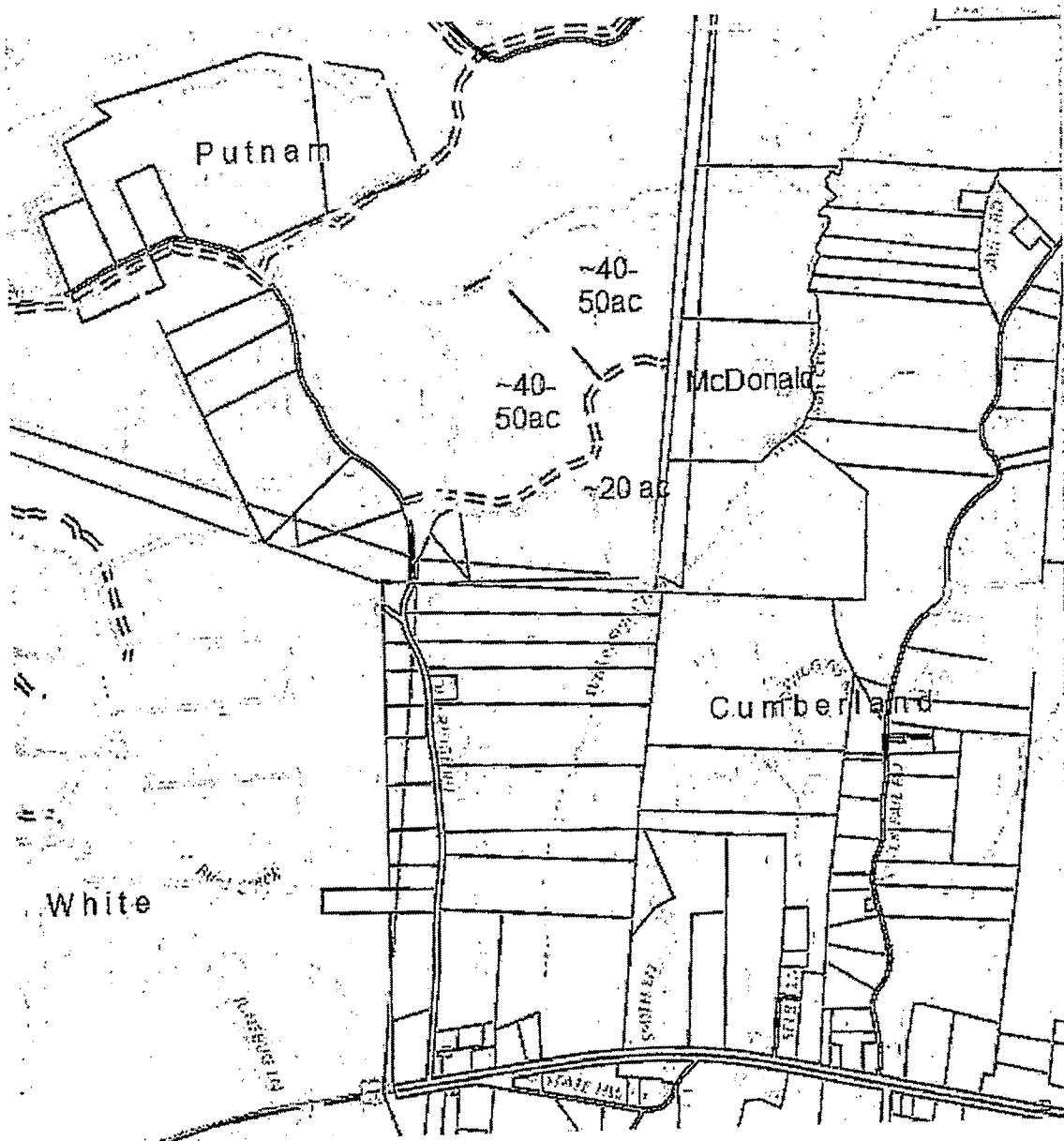
Surveyor was unsure when originally it was subdivided illegally. Citing that this is only to clean up the title and not to create any new lots, Dave Mattson moved to approve the plat subject to signatures, with a variance to allow the easement instead of having fee simple road frontage for the rear lot. Motion was seconded and passed unanimously.

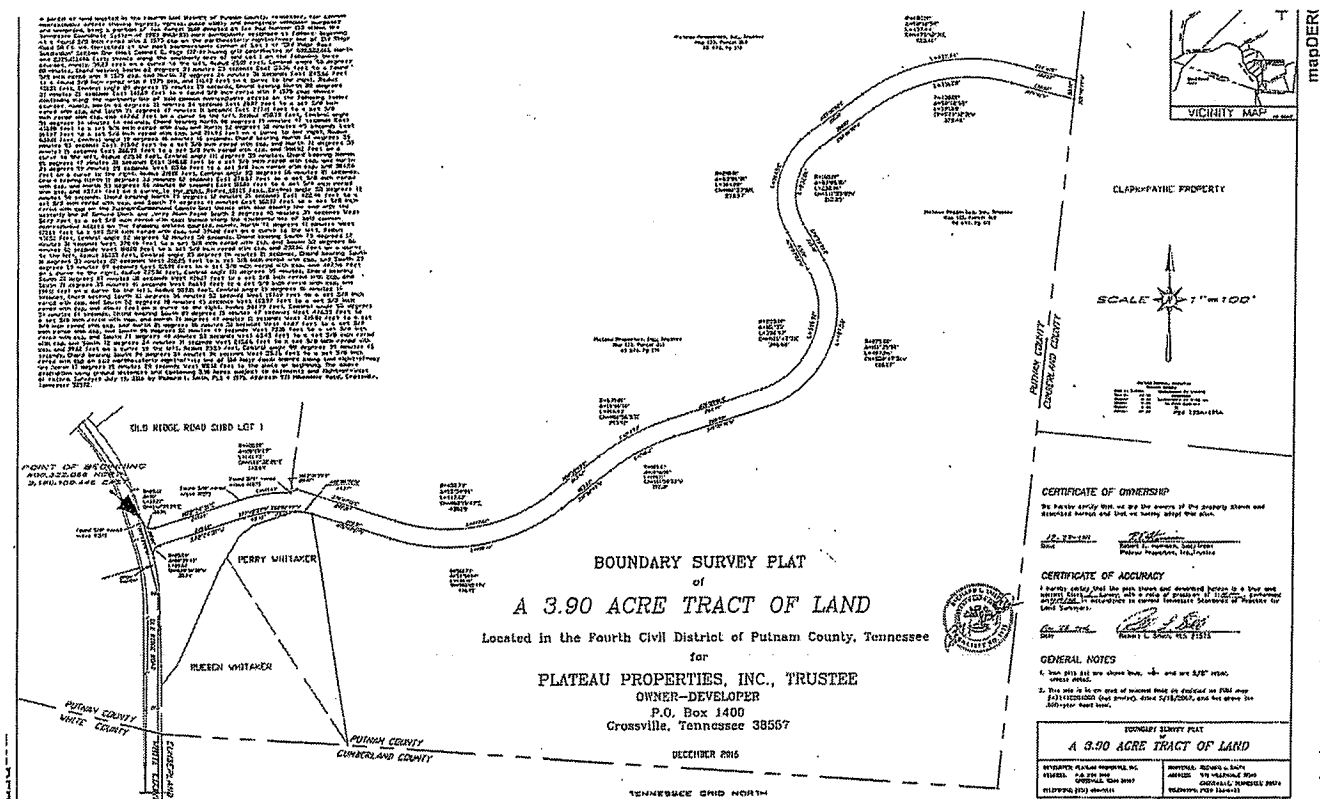
This is to change the boundary between parcels 018-090.00 and 018-092.00 on Hutcheson Road. As currently drawn, the driveway will be split between the two parcels. If it is not changed, then a driveway maintenance agreement will be required. However, this may be modified to make both the lot and the remainder over 5 acres. This plat was withdrawn by the owners.

Minutes of the Putnam County Regional Planning Commission August 3, 2021 Meeting
Page 6 of 8

F. DISCUSSION ITEM: ROB HARRISON

Rob Harrison stated that he would like to discuss the potential of a 3 lot subdivision with very large lots to be accessed off an easement to start. Mr. Harrison stated that he is the secretary of the Crossville Municipal planning commission, so he wants to do this the right way. Plateau Properties has approximately 1500 acres and has buyers that want to buy about 100 to 120 acres in three tracts in land contracts. Each tract would be over 20 acres and would use wells instead of utility district water service. The proposed area is currently served by an access easement from Old Ridge Road. Mr. Harrison stated that easement would be converted into a parcel with an undivided interest between the 3 tracts when they close on the sell. Property is located along the Putnam/Cumberland County border. He presented a survey of the easement.





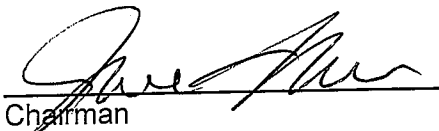
After some discussion, the planning commission told Mr. Harrison that they would consider such a subdivision but would need to see it platted out before any decision is made. No action was taken on this item as Mr. Harrison only wanted to discuss it with the planning commission and was only looking for guidance.

ITEM 9: STAFF REPORTS

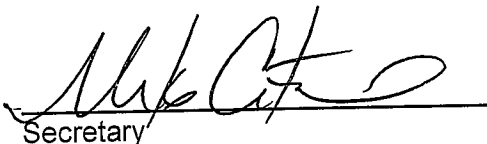
- Report from Chairman-None
- Report from Planning Commission Engineer-None
- Report from Planning Director-None
- Report from other Members- None.

ITEM 10: ADJOURNMENT

With no further business to discuss, the meeting was adjourned by mutual consent.


Chairman

9-7-21
Date


Secretary

9-7-21
Date

Kevin Rush

From: Anthony Leonard <cpd302@gmail.com>
Sent: Thursday, July 22, 2021 7:40 AM
To: Kevin Rush
Cc: Taylor Dillehay; Jeff Jones
Subject: West Fork Estates

CAUTION: This email originated from an External Source. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Kevin,

Due to all the issues with Charlie Maxwell Rd, I would like to withdrawal my 6 lot plat that was approved by the planning commission.

Whittenburg Land Surveying will be submitting a new plat for consideration. This plat will combine the 6 lots into 1 lot and will be approximately 4 acres.

Please confirm that you have received this email and let me know if the deadline is approaching and you haven't received my new plat from Whittenburg.

Thanks,
Anthony Leonard
931-319-2381

Sent from my iPhone



HIGHLANDS ELITE

— REAL ESTATE —

AMENDMENT “ 3 ” TO COMMERCIAL PURCHASE AND SALE AGREEMENT

1	Buyer:	Anthony Leonard	&	Linda Leonard
2	Seller:	Jack Boswell	&	Rhonda Boswell
3	Property:	305 Double Springs	Road	Cookeville TN 38501

4 In consideration of the mutual covenants herein and other good and valuable consideration, the receipt and sufficiency of which
5 is hereby acknowledged, the parties agree to amend that certain Commercial Purchase and Sale Agreement with a Binding
6 Agreement Date of 01/19/2021 and any incorporated addenda, exhibits or prior amendments (collectively referred
7 to herein as “Agreement”) for the purchase and sale of real property specified above as follows:
8 Buyer and Seller agree to extend the Title Cure Period for an additional Thirty-One (31)
9 days. The Title Cure Period expires on 23 August 2021.
10 Closing to take place on or before 02 September 2021.

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Version 01/01/2021



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CF653 – Amendment to Commercial Purchase and Sale Agreement, Page 1 of 2



49 This Amendment shall become binding when signed by all parties and shall be incorporated into the Agreement and all other
50 terms and conditions of the Commercial Purchase and Sale Agreement shall remain in full force and effect.

51 The party(ies) below have signed and acknowledge receipt of a copy.

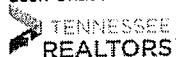
52	Authentisign <u>Anthony Leonard</u>	Authentisign <u>Linda Leonard</u>
53	BUYER 07/16/2021 10:25 PM CDT Anthony Leonard	BUYER 07/17/2021 11:38 PM CDT Linda Leonard
54	By: _____	By: _____
55	Entity: _____	Entity: _____
56	07/16/2021 at 8:28 PM o'clock <input type="checkbox"/> am/ <input type="checkbox"/> pm	07/17/2021 at 8:33 PM o'clock <input type="checkbox"/> am/ <input type="checkbox"/> pm
57	Date	Date

58 The party(ies) below have signed and acknowledge receipt of a copy.

59	Authentisign <u>Jack Boswell</u>	Authentisign <u>Rhonda Boswell</u>
60	SELLER 07/17/2021 11:18:46 PM CDT Jack Boswell	SELLER 07/17/2021 11:21:32 PM CDT Rhonda Boswell
61	By: _____	By: _____
62	Entity: _____	Entity: _____
63	_____ at _____ o'clock <input type="checkbox"/> am/ <input type="checkbox"/> pm	_____ at _____ o'clock <input type="checkbox"/> am/ <input type="checkbox"/> pm
64	Date	Date

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**MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
JUNE 1, 2021**

The Putnam County Regional Planning Commission met on June 1, 2021 at the Cookeville Community Center at 6:00 PM. Members attending were Chairman Jere Mason, Vice-Chairman Dale Moss, Secretary Mike Atwood, Jeff Jones, Jim Martin, David Mattson, Ted McWilliams, Phil Wilbourn, and Ron Williamson. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, County Attorney Jeff Jones, Putnam Road Supervisor Randy Jones, Anthony Leonard, Matt Jared (attorney for Mr. Leonard), Justin Leonard, Heather Spivey, Gary Hendrick, Rose Marie Leonard, Richard Burne, Matthew Jackson, Chad Perkins, Cathy Jackson, Lillie Dyke, Tommy Mittlesteadt, Gary Dyke, Lambres Lianos, Helen Lianos, Melissa Henry, Joseph Smallwood, Takrista Black, Wayne Russel, Kristin Allen, Brett Garrison, Jim McCaleb, Aurila McCaleb, Linda Leonard, Alejandra Cisneros-Conohan, Sharon Meehan, Shane Allison, Jerry Wilhite, Ken Sircy, Chy Moln, Lisa Gentry, Taylor Dillehay, William Wilhite, Eric Adamson, and Gus Molnar.

ITEM 1: CALL TO ORDER AND ROLL CALL

Chairman Jere Mason called the meeting to order after a quorum was established.

ITEM 2: APPROVE THE JUNE 1, 2021 AGENDA

Jim Martin moved to approve the agenda for the June 1, 2021 meeting. Motion was seconded and approved unanimously.

ITEM 3: MINUTES OF THE MAY 4, 2021 MEETING

Jeff Jones moved to approve the May 4, 2021 Minutes. Motion was seconded and approved unanimously.

ITEM 4: REVIEW OF APPROVED PRELIMINARY PLATS

Autumn Woods Preliminary Plat (All Phases), Vick Surveying. Conditional preliminary approval 4/7/2020.

Willow Estates Subdivision Preliminary Plat, Clinton Surveying. Conditional preliminary approval 7/7/2020.

Mountain Brooke Subdivision Preliminary Plat, Vick Surveying. Conditional preliminary approval 12/8/2020.

West Fork Estates Preliminary Plat, Whittenburg Surveying. Conditional preliminary approval 5/4/2021.

Fields Division Preliminary Plat, Maples Surveying. Conditional preliminary approval 4/6/2021.

ITEM 5: OUTSTANDING LETTERS OF CREDIT: NONE

ITEM 6: ACCEPTANCE OF NEW STREETS: NONE

ITEM 7: ADMINISTRATIVELY APPROVED PLATS

A. COMBINATION OF LOT 6 AND LOT 7 OF PIGEON ROOST SUBDIVISION FINAL PLAT, WHITTENBURG SURVEYING

Combined two lots on Bunker Hill Rd, specifically parcels 006.00 and 007.00 on tax map 096A Group B.

B. RANDY MANSELL DIVISION FINAL PLAT, WHITTENBURG SURVEYING

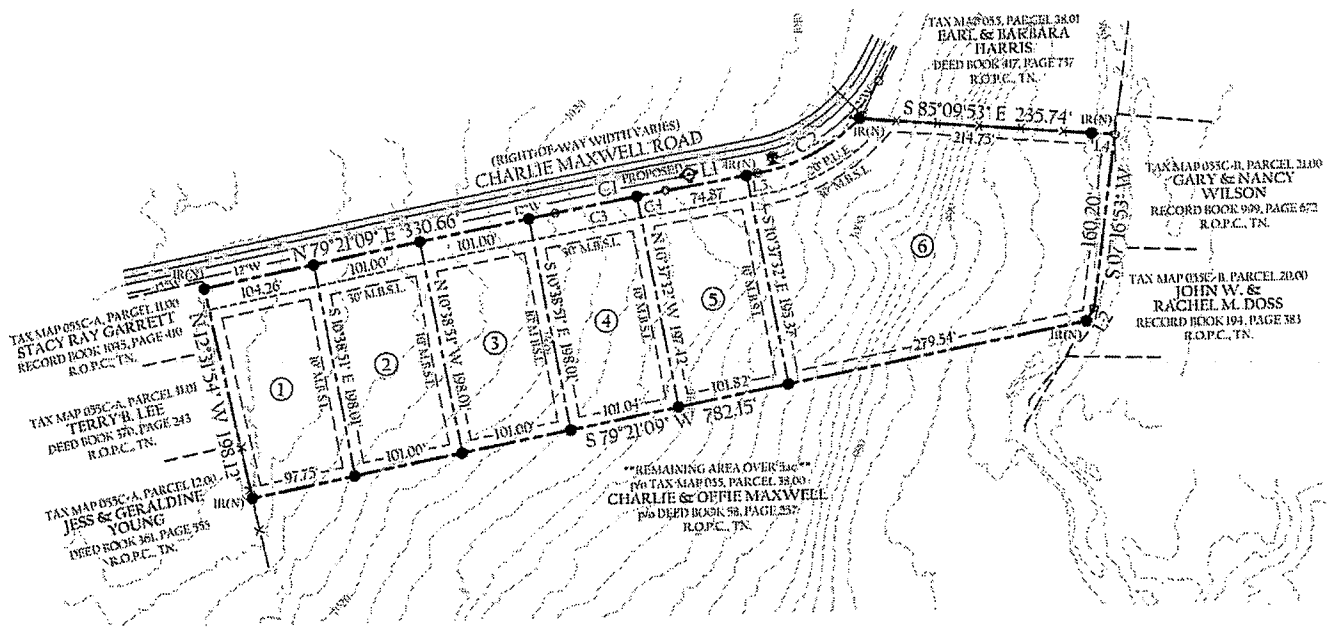
Created one vacant lot from 106-002.00 on Pleasant Ridge Rd.

C. SCOTT AND KIMBERLY MATHIS SUBDIVISION FINAL PLAT, WHITTENBURG SURVEYING

Created one vacant lot Maddux Ridge Rd., specifically from parcel 057-007.00.

ITEM 8: SUBDIVISION PLATS:**A. WEST FORK ESTATES REVISED PRELIMINARY PLAT, WHITTENBURG SURVEYING**

This is the preliminary plat from last month. Charles Maxwell Rd is a county road with 12-foot-wide surface width and 36 foot of right-of-way, according to the county road list. The plat was conditionally approved with Mr. Leonard adding 3 feet of gravel shoulder along the portion of road along his development. County Road Supervisor Randy Jones will not accept that improvement.



Jere Mason stated that the planning commission needed to rescind the preliminary approval from the February 2021 meeting of the West Fork Estates preliminary plat due to it have be split into multiple subdivisions. Staff stated that Mr. Leonard had submitted a statement indicating withdrawal of the plat approved at the February 2021 meeting. Mike Atwood moved to formally rescind the preliminary plat approval of West Fork Estates granted at the February 2021 meeting. Motion was seconded and unanimously approved.

Randy Jones said there was a safety issue with just pouring gravel down as a shoulder. He stated that if Mr. Leonard would widen Charlie Maxwell Rd by four feet plus ditching along Mr. Leonard's side of road along the proposed development, then the county would widen the remainder of the road to 18 feet and pave the whole road. This will allow the road to be 18 feet all the way and would not be shifted into Mr. Leonard's property.

Mr. Leonard stated that he wanted to keep the trees on the north side of the road. Mr. Jones stated the trees are at the edge of the right-of-way and their removal should not be necessary. Mr. Leonard stated that he tried to get Randy Jones to come to the last meeting but Mr. Jones could not attend. Mr. Leonard stated that in October when the plat was first presented, he suggested lowering the speed limit on Charlie Maxwell Rd, making it a one-way street, adding speed bumps, etc to make it a safer road without any widening. Without zoning, the property could be developed with apartments or mobile homes without any upgrades being done by the developer.

County Attorney Jeff Jones stated that regional planning has jurisdiction over preliminary platting, but all existing county roads fall only under the jurisdiction of the county road supervisor. Phil Wilbourn asked if the road was adequate for the four houses that are on the

road now. Randy Jones stated that it was adequate for only those four houses and if any more homes are added, then the road will need to be widened.

Gary and Lillie Dyke live at the north east corner of Charlie Maxwell Rd and Double Springs Road. Mrs. Dyke stated that she did not want the trees taken down on the north side of Charlie Maxwell Rd. She also stated the road was not safe now and new lots will make it worse. Mr. Dyke stated that people fly (speed) down the road as it is now and throw gravel on them when they are outside.

Mr. Leonard stated that Mr. Randy Jones was trying to take the planning commission votes away. County Attorney Jeff Jones stated that state law was very clear on this issue and that existing county roads fall only under the jurisdiction of the county road supervisor.

Alejandra Cisneros-Conohan asked how will widening the road make it safer, what statistical data were used to make this decision. Mike Atwood asked if she lives on the road. She responded no, she did not live on the road. Mike Atwood asked if she had driven the road and if the road was dangerous. She answered yes she had driven it and it was dangerous. Ted McWilliams stated that every road is unique and that we have to use our experience to make logical decisions.

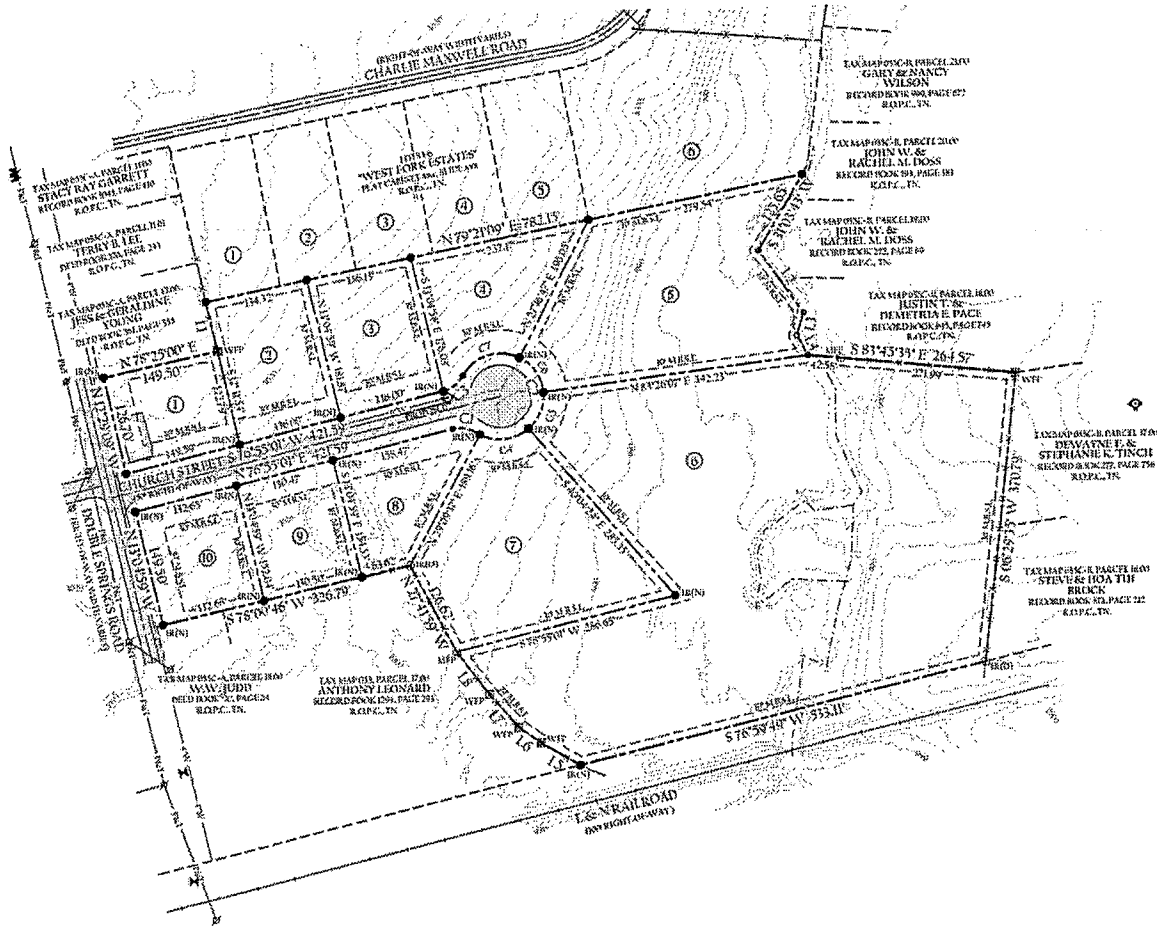
Mr. Leonard stated that in his opinion the county is responsible to fix the issues with the road and is asking the planning commission to change and eliminate the requirement to do any work on the road.

County Attorney Jeff Jones stated that the only issue before the planning commission tonight is whether to modify the preliminary plat approval given last month.

Ted McWilliams moved to modify the preliminary plat approval from the May 2021 meeting to require that the developer widen Charlie Maxwell Rd by four feet plus ditching along Mr. Leonard's side of road along the proposed development to the specifications for roads found in the subdivision regulations (without the paving). Motion was seconded and approved on a roll call vote with all members voting yes.

B. GLEN OAKS SUBDIVISION PRELIMINARY PLAT, WHITTENBURG SURVEYING

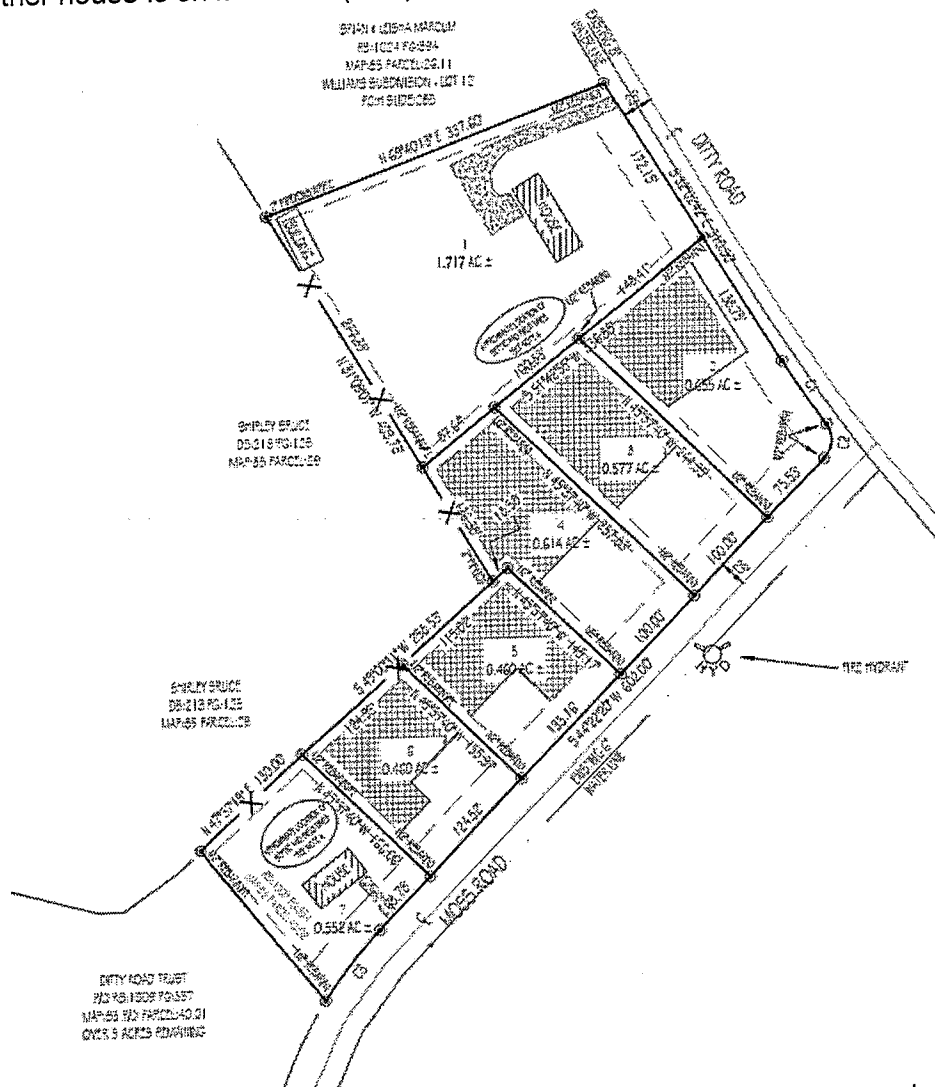
This is the other part of Mr. Leonard's proposed subdivision. There is one new road proposed to serve the lots. This plat has 10 lots, with lot #1 being an adjoining property that Mr. Leonard is doing is giving them a small strip as their house encroaches the existing property line. He is doing this to improve the situation. That is why the intersection of his proposed road and Church St was slightly off set. Only a small portion lot 1 as shown is from the parent tract. The house was built across the property line and this plat will give the house a 10 foot strip to fix the encroachment. If the new street were completely inline, the right-of-way of the proposed street would abut the house. This plat is to create 10 lots on 12.01 acres on Double Springs Rd across from Church St, specifically from parcel 055-038.00. There is a 12 inch water main on Charlie Maxwell Rd that serves the UT estates subdivision on Hawkins Crawford Rd.



The waterline along Double Springs Road is currently a four (4) inch main and will have to be upgraded to a six (6) inch main to serve the development. Jim Martin moved to grant preliminary plat approval with a variance on the road offset requirement from Church Street. Motion was seconded and unanimously approved.

C. FIELDS DIVISION FINAL PLAT, MAPLES SURVEYING

This preliminary plat is to create 7 lots at the Ditty Rd and Moss Rd intersection from parcel 085-040.01. There are two existing houses on the tract. One is on Ditty Road (lot 1) and the other house is on Moss Rd (lot 7). There is one hydrant across from lot 4 on Moss Rd.



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Ron Williamson moved to grant final plat approval. Motion was seconded and unanimously approved.

ITEM 9: STAFF REPORTS

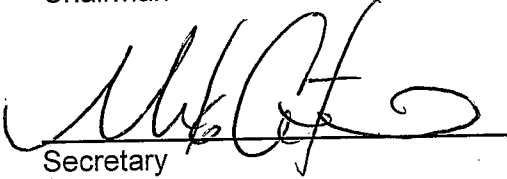
- Report from Chairman-None
- Report from Planning Commission Engineer-None
- Report from Planning Director-None
- Report from other Members- Dale Moss stated that the paperwork to lower the speed limit on Charlie Maxwell Rd has been submitted and will be reviewed by the Road Committee of the county commission. Phil Wilbourn asked what the width of Moss Rd on the Fields plat is. Randy Jones stated that it has 18 feet of asphalt surface.

ITEM 10: ADJOURNMENT

With no further business to discuss, the meeting was adjourned by mutual consent.


Chairman

8-3-21
Date


Secretary

8-3-21
Date

Kevin Rush

From: Anthony Leonard <cpd302@gmail.com>
Sent: Wednesday, May 26, 2021 11:11 AM
To: Kevin Rush
Subject: Re: Glen Oaks Subdivision Plat

Kevin,
Please rescind the West Fork subdivision that was approved in February. It will be replaced by the approved preliminary plat from last month and the glenn oaks preliminary plat on the agenda for Tuesday.

Sent from my iPhone

On May 26, 2021, at 10:00 AM, Kevin Rush <kevin.rush@putnamcountyttn.gov> wrote:

Mr. Leonard

I wanted to briefly confirm how you wish to proceed regarding your subdivision approval.

Since you have submitted Glen Oaks Subdivision, it is fairly obvious that you want the Regional Planning Commission to consider the resubmitted plat (Glen Oaks) to replace the preliminary plat of West Fork Estates considered at the February 2nd, 2021 meeting. If you would, could you please send me an email confirming that this is the way that you want to proceed as far as withdrawing the February plat you submitted, and I will make certain that the Glen Oaks preliminary plat is placed on the agenda for the June meeting of the Regional Planning Commission.

I look forward to hearing from you.

Kevin Rush, Planning Director
Highlands Planning Department
Putnam County, Sparta, Monterey
67 S. Elm Ave., Cookeville, TN 38501
tel (931)372-0070 fax (931) 372-0071
kevin.rush@putnamcountyttn.gov



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Jeffrey G. Jones, Firm Managing Member
jjones@wimberlylawson.com

May 11, 2021

Matthew A. Jared, Esq.
Jared & Jared
Attorneys at Law
P.O. Box 507
Cookeville, TN 38503-0507

Re: Anthony Leonard - Subdivision

Dear Matt:

Pursuant to our telephone conversation of May 11, 2021, you and I discussed your client's recent submission of a new plat to the Putnam County Regional Planning Commission at its May 2021 meeting. You indicated that at the aforementioned meeting, your client had asked the Planning Commission to rescind his previous approved plat and consider the new plat submitted for lots adjacent to Charlie Maxwell Road. You also stated that your client is going to submit an additional plat for approval as to the other lots that were shown on the previous plat that was previously approved (now rescinded).

At its meeting in May, the Putnam County Regional Planning approved the plat as submitted by your client subject to your client placing three feet of gravel along your client's property line to widen Charlie Maxwell Road. However, as we have discussed, since Charlie Maxwell Road is an existing County Road, the authority to alter or improve a county road lies with the County Road Supervisor. Further, as we have discussed, in order to widen the road, more work will be required than simply placing three feet of gravel on one side. To that end, your client has already contacted Joseph Roberts to discuss the required road work subject to the approval of Randy Jones.

You indicated that once you obtain a report from Joseph Roberts, you will contact me so that we can set up a meeting with Randy Jones to discuss how to proceed. I will be happy to facilitate that meeting and look forward to hearing from you.

www.wimberlylawson.com

Knoxville Nashville Cookeville Morristown

Matthew A. Jared, Esq.
May 11, 2021
Page 2

As stated in my previous email to you, you instructed us to hold off on responding to any public records requests from your client until you have had an opportunity to discuss the same with your client.

Sincerely,

Jeffrey G. Jones
For the Firm

JGJ/jk



www.wimberlylawson.com

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PARCEL REFERENCE

**MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
MAY 4, 2021**

The Putnam County Regional Planning Commission met on May 4, 2021 at the Cookeville Community Center at 6:00 PM. Members attending were Chairman Jere Mason, Vice-Chairman Dale Moss, Secretary Mike Atwood, Jeff Jones, Jim Martin, David Mattson, Ted McWilliams, and Phil Wilbourn. Ron Williamson was absent. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Jim Herrin (Herald-Citizen), Anthony Leonard, Matt Jared (attorney for Mr. Leonard), Justin Leonard.

ITEM 1: CALL TO ORDER AND ROLL CALL

Chairman Jere Mason called the meeting to order after a quorum was established.

ITEM 2: APPROVE THE MAY 4, 2021 AGENDA

Ted McWilliams moved to approve the agenda for the May 4, 2021 meeting. Motion was seconded and approved unanimously.

ITEM 3: MINUTES OF THE APRIL 6, 2021 MEETING

Jim Martin moved to approve the April 6, 2021 Minutes. Motion was seconded and approved unanimously.

ITEM 4: REVIEW OF APPROVED PRELIMINARY PLATS

Autumn Woods Preliminary Plat (All Phases), Vick Surveying. Conditional preliminary approval 4/7/2020.

Lee Subdivision Preliminary Plat, Vick Surveying. Conditional preliminary approval 4/7/2020.

Willow Estates Subdivision Preliminary Plat, Clinton Surveying. Conditional preliminary approval 7/7/2020.

Mountain Brooke Subdivision Preliminary Plat, Vick Surveying. Conditional preliminary approval 12/8/2020.

West Fork Estates Preliminary Plat, Whittenburg Surveying. Conditional preliminary approval 2/2/2021.

ITEM 5: OUTSTANDING LETTERS OF CREDIT: NONE

ITEM 6: ACCEPTANCE OF NEW STREETS: None

ITEM 7: ADMINISTRATIVELY APPROVED PLATS

A. COMBINATION PF LOT 6 AND LOT 7 OF TARA ESTATES SUBDIVISION FINAL PLAT, VICK SURVEYING

Combined 2 lots on West Broad, specifically 020.00 and 020.01 on tax map 038M, Group D.

B. HOPE PLACE ADJUSTMENT FINAL PLAT, CLINTON SURVEYING

Combined lot 2 into lots 1 and 3 of Hope Place on Old Bridge Rd at Seven Springs Rd. Specifically parcels 041.03, 041.04, 041.05 on tax map 096.

C. ESTER ROBERTS DIVISON FINAL PLAT, MAPLES SURVEYING

Created two lots each with an existing house, one on Joe Rawlings Rd and one on W Cemetery Rd with more than 5 acres remaining from parcel 084-042.07.

D. JOSH AND LESLIE ANDERSON DIVISION FINAL PLAT, WHITTENBURG SURVEYING

Divided map 038-047.02 on White Cemetery Rd into 2 lots, with a house on one lot.

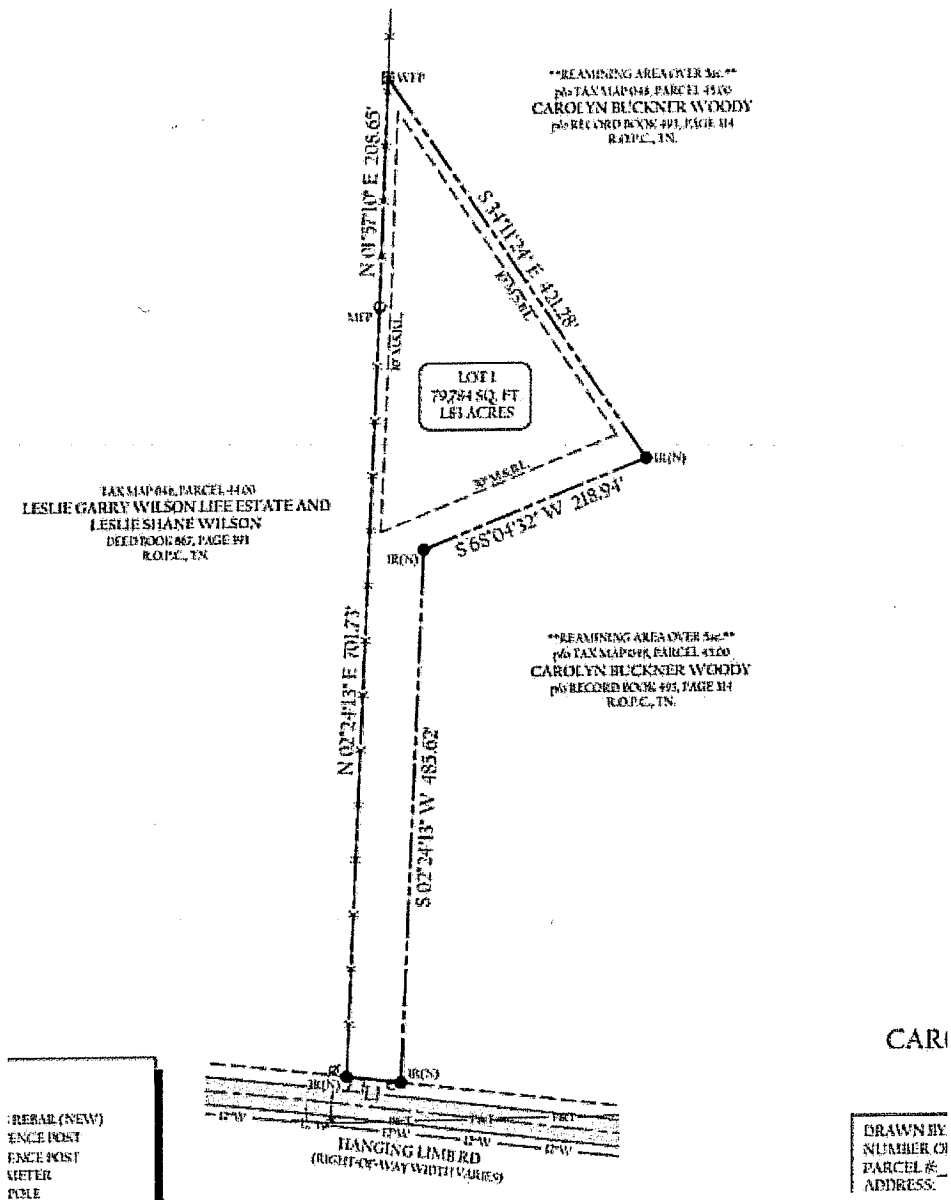
E. COMBINATION LOTS 1 AND 2 OF HALSYMTH SUBDIVISION FINAL PLAT, WHITTENBURG SURVEYING

Combined lots 1 and 2 of Halsmyth Subdivision on South Smith Chapel Rd, specifically parcels 031.01 & 031.02 on tax map 009.

ITEM 8: SUBDIVISION PLATS:**A. CAROLYN BUCKNER WOODY DIVISION FINAL PLAT, WHITTENBURG SURVEYING**

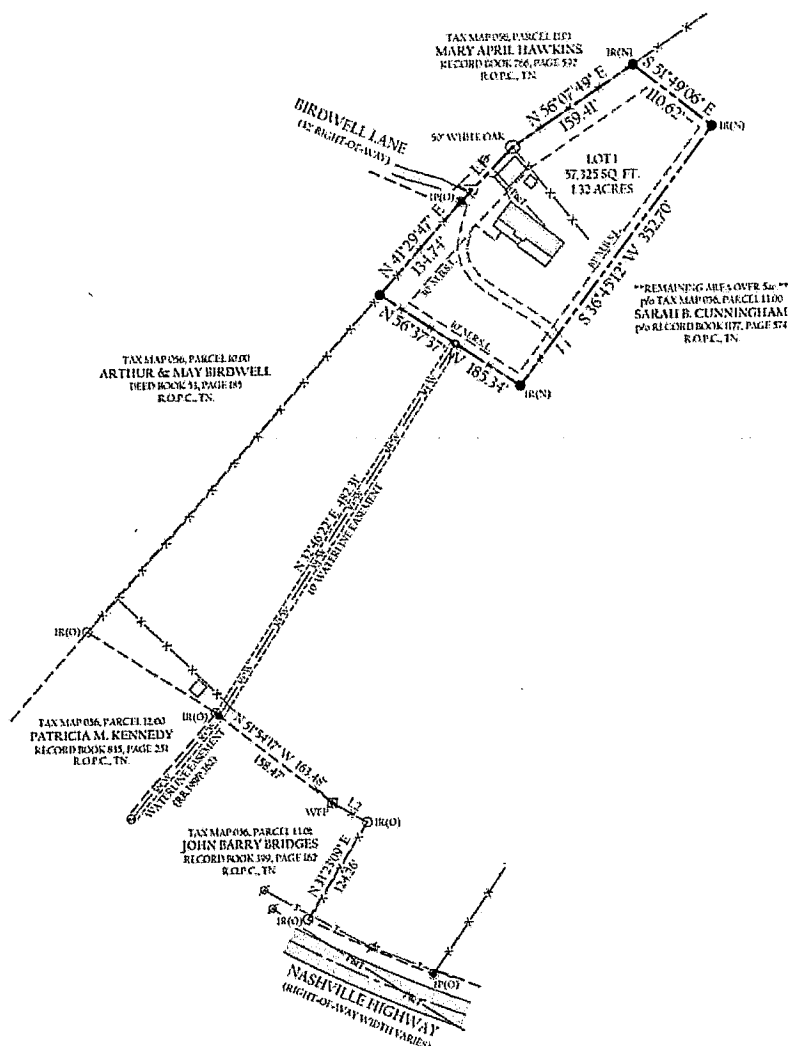
This plat is to create on flag lot on Hanging Limb Rd from parcel 048-045.00. The pole portion of the lot is 485 feet, which exceeds the 300 foot maximum length.

(IN FEET) 1 inch = 100' ft.



Planning Director Rush stated that there is a pond on the remainder of the tract that requires the length of the pole to exceed 300 feet and it should be shown on the plat. Dale Moss moved to approve the plat with a variance on length of the flag lot pole due to the pond, subject to signatures and showing the pond on the plat. Motion was seconded and unanimously approved.

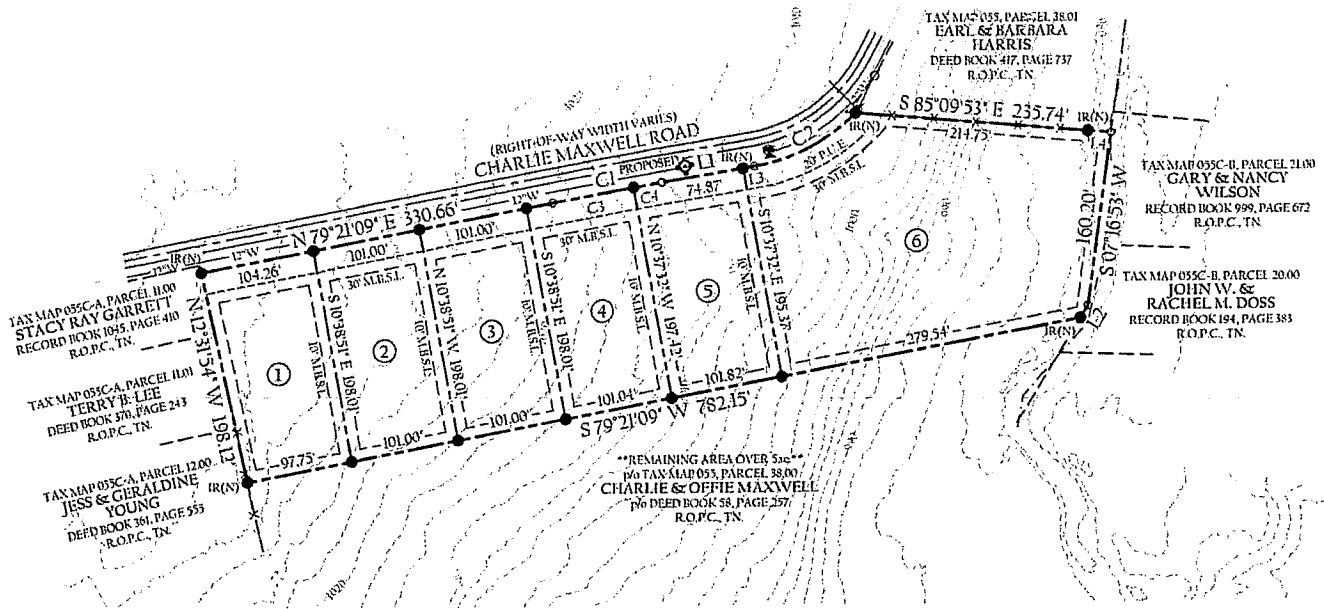
MISSION



DE
NU
PA
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C. WEST FORK ESTATES REVISED PRELIMINARY PLAT, WHITTENBURG SURVEYING

Anthony Leonard has resubmitted this preliminary plat. The proposed cul-de-sac that was previously on the plat and all lots that were off of it have been eliminated. The plat now consists of just the 6 lots on Charles Maxwell Rd. This plat, if approved will supersede and replace the previous plat. Charles Maxwell Rd is a county road with 12-foot-wide surface width and 36 foot of right-of-way, according to the county road list.



Mr. Leonard requests that this plat be approved as is and stated that he would knock down the trees on his side of Charlie Maxwell Rd, and add 3-4 feet of gravel shoulder. Mr. Leonard stated that he would comply with all Tennessee Code regulations dealing with any gravesites on the proposed lots. Mr. Leonard asked the following questions:

1. Is Charlie Maxwell Rd. adequate for existing traffic?
2. How many cars travel the road daily?
3. What is the speed limit of the road? Dale Moss thought it was 55 MPH. Mr. Leonard stated it was 45 MPH.
4. Any crashes on the road?
5. Any crashes at the Charlie Maxwell Rd-Double Springs Rd intersection?
6. Any crashes at the Charlie Maxwell Rd-Hwy 70 intersection? Ted McWilliams stated that he had personally seen one crash at this intersection.
7. Have driven Charlie Maxwell Rd?

Planning Director Rush recommended that the planning commission require a traffic study to determine if the level of improvements required to ensure the safety of the road, and that if the study shows a lesser standard that would suffice than widening to 18 feet, then that standard would apply. Mr. Leonard stated that he has no intention of hiring an engineer to do a traffic study.

Mr. Leonard asked what the difference between this subdivision was and one that was preliminarily approved last year using Roberson Cemetery Road that was not required to do upgrades. Planning Director Rush stated that plat had 4 lots using only Roberson Cemetery Rd and one corner lot at the intersection of Cherry Creek Rd.

Minutes of the Putnam County Regional Planning Commission May 4, 2021 Meeting

Mike Atwood drives a school bus and stated that many county streets are very narrow and asked if a bus could go down Charlie Maxwell Rd and meet a car. Mr. Leonard stated yes.

Phil Wilbourn moved to approve the plat as presented with the addition of a 3-foot shoulder along Mr. Leonard's side of Charlie Maxwell Rd. Motion was seconded. Jim Martin stated that we should discuss adding a 3-foot shoulder with County Road Supervisor Randy Jones before any action is taken by the planning commission. Jeff Jones stated that there is more to building a road than grading some gravel. Motion was approved with the following vote: Jere Mason, Mike Atwood, David Mattson, Ted McWilliams, and Phil Wilbourn voting aye, Dale Moss and Jeff Jones voting nay, and Jim Martin abstaining. Motion was approved.

ITEM 9: STAFF REPORTS

- Report from Chairman- None.
- Report from Planning Commission Engineer- None.
- Report from Planning Director:
 - Update: State Representative Ryan Williams and State Senator Paul Bailey proposed state law that prohibits planning commissions from requiring right-of-way dedications on existing streets and any required right-of-way would have to be purchased has been withdrawn. The issue has been sent to TACIR for review and recommendation.
 - Discussion: changes to subdivision regulations based on street surface width and/or right-of-way width. Planning Director Rush wanted to discuss the potential of basing lot area and width requirements based on the surface width and right-of-way widths of existing roads.
- Report from other Members- None.

ITEM 10: ADJOURNMENT

With no further business to discuss, the meeting was adjourned by mutual consent.

Chairman

Date

Secretary

Date

**MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
APRIL 6, 2021**

The Putnam County Regional Planning Commission met on April 6, 2021 at the Cookeville Community Center at 6:00 PM. Members attending were Chairman Jere Mason, Vice-Chairman Dale Moss, Secretary Mike Atwood, Jim Martin, Ted McWilliams, Ron Williamson and Phil Wilbourn. Members absent were Jeff Jones and David Mattson. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Jim Herrin (Herald-Citizen), Josh Bowman, William Willhite, Kalob Creighton, and Taylor Dillehay from Whittenburg Surveying.

ITEM 1: CALL TO ORDER AND ROLL CALL

Chairman Jere Mason called the meeting to order after a quorum was established.

ITEM 2: APPROVE THE APRIL 6, 2021 AGENDA

Ron Williamson moved to approve the agenda for the April 6, 2021 meeting. Motion was seconded and approved unanimously.

ITEM 3: MINUTES OF THE FEBRUARY 2, 2021 MEETING

Jim Martin moved to approve the February 2, 2021 Minutes. Motion was seconded and approved unanimously. The planning commission did not meet in March 2021.

ITEM 4: REVIEW OF APPROVED PRELIMINARY PLATS

Autumn Woods Preliminary Plat (All Phases), Vick Surveying. Conditional preliminary approval 4/7/2020.

Lee Subdivision Preliminary Plat, Vick Surveying. Conditional preliminary approval 4/7/2020.

Willow Estates Subdivision Preliminary Plat, Clinton Surveying. Conditional preliminary approval 7/7/2020.

West Fork Estates Preliminary Plat, Whittenburg Surveying. Conditional preliminary approval 2/2/2021.

ITEM 5: OUTSTANDING LETTERS OF CREDIT: NONE

ITEM 6: ACCEPTANCE OF NEW STREETS: None

ITEM 7: ADMINISTRATIVELY APPROVED PLATS

A. LISA SHAUNESSY PROPERTY LINE REVISION FINAL PLAT, VICK SURVEYING

Revised the line between parcels on Burgess Falls Rd, specifically 067.00 and 067.01 on tax map 084.

B. BO SHERRELL FINAL PLAT, VICK SURVEYING

Created one flag lot on Verble Sherrell Rd from 095-092.00 with more than 5 acres remaining.

C. LOT 37 AND OUT PARCEL REDIVISION OF WHITE PLAINS PLANTATION PHASE IV FINAL PLAT, WHITTENBURG SURVEYING

Created one lot and revised lot line with Lot 37 and an out parcel of the White Plains Plantation Phase IV, specifically parcels 041L-G-038.00 and 041L-G-037.00 on S Plantation Dr.

D. GERALD RAY JARED DIVISION FINAL PLAT, WHITTENBURG SURVEYING

Created one lot with an existing house on Westgate Road from 055-089.00 with more than 5 acres remaining.

E. DAVID GILBERT DRAPER SR DIVISION FINAL PLAT, WHITTENBURG SURVEYING

Revised line between parcel son Westgate Rd, specifically 055-090.02 and 055-99.01.

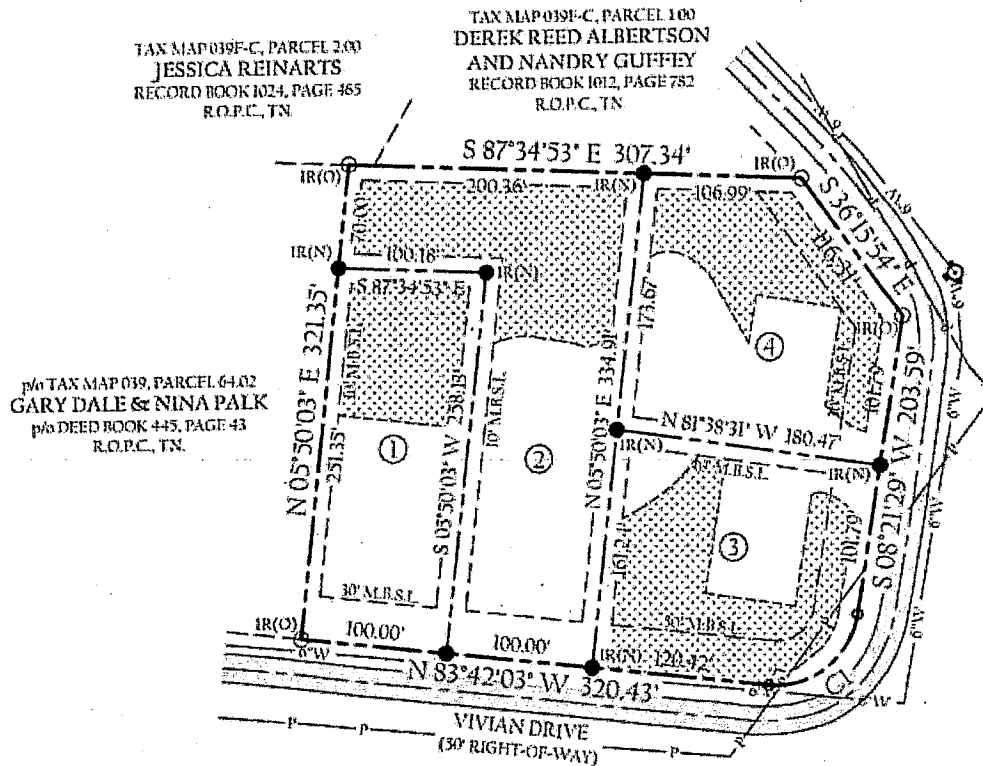
F. JEFFERY & DONNA MATHIS FINAL PLAT, WHITTENBURG SURVEYING

Created one 1.0 acre flag lot with an existing house on Nashville Hwy from parcel 036-071.00.

ITEM 8: SUBDIVISION PLATS:

A. REDIVISION OF LOT 2 OF GARY & NINA PALK PROPERTY FINAL PLAT, WHITTENBURG SURVEYING

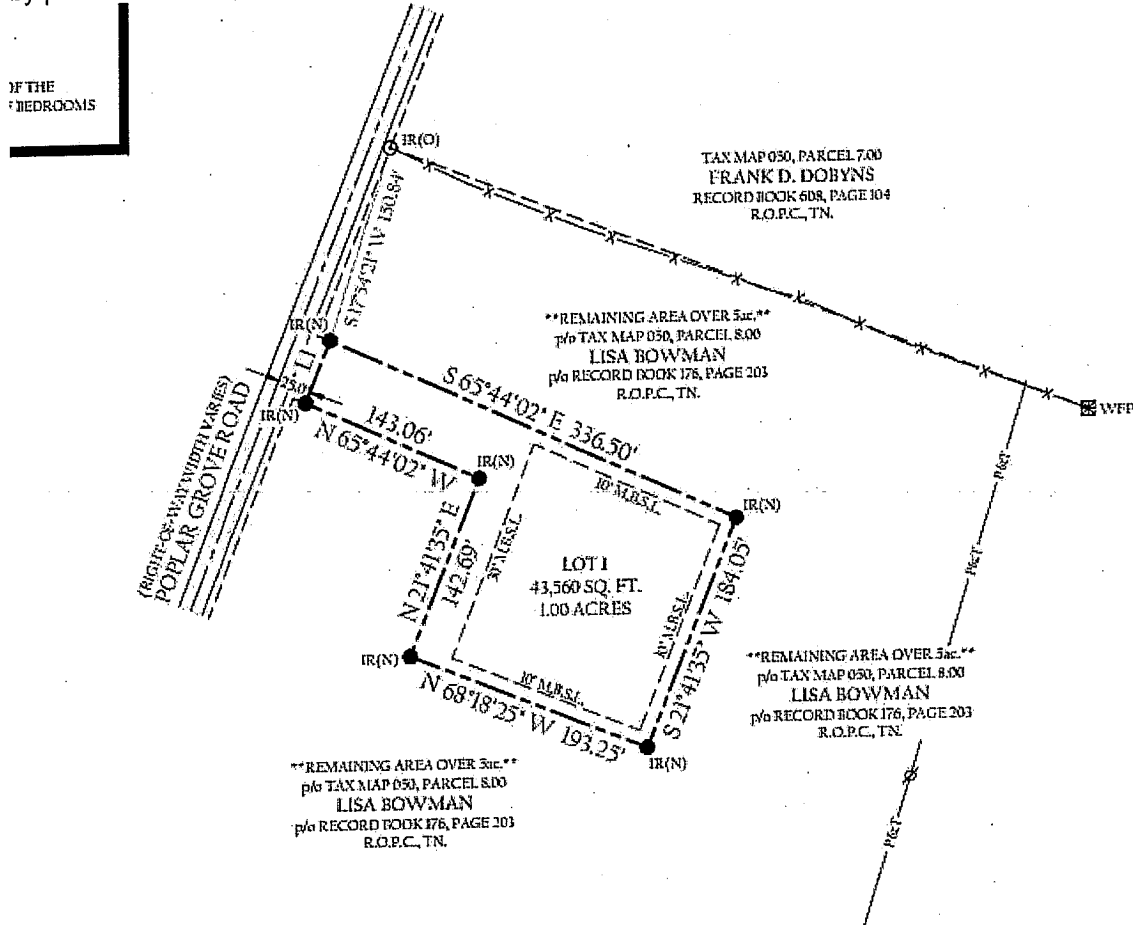
The Gary & Nina Palk tract subdivision On Vivian Drive was approved in January 2021. This was the plat the had the non-buildable lot. This is to divide the buildable lot into four lots.



Planning Director Rush noted that lot 1 was 530 feet from the fire hydrant to the front setback line. Mike Atwood moved to approve the plat as presented with a variance to allow lot 1 to be 530 feet from the fire hydrant, subject to all signatures including planning commission engineer's. Motion was seconded and unanimously approved.

B. LISA BOWMAN DIVISION FINAL PLAT, WHITTENBURG SURVEYING

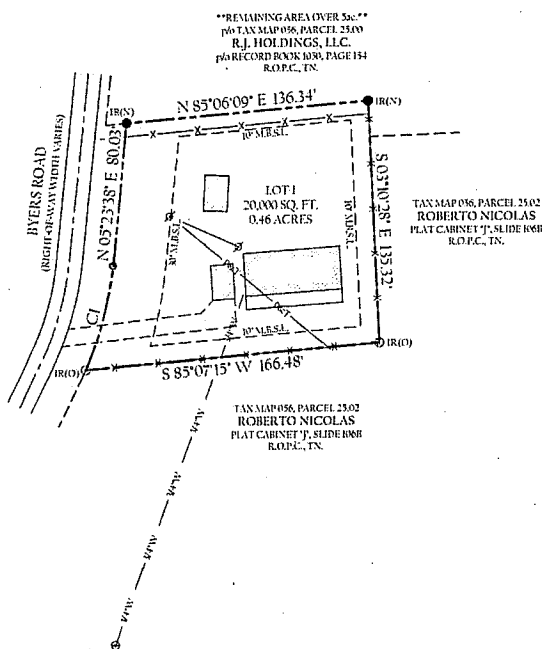
This plat is to create one flag lot on Poplar Grove Rd from 050-008.00. This proposed lot is not served by public water and will be served by a private well.



Taylor Dillehay stated that the soils on this lot are good, so no soil shading is required. Property is approximately 1 mile from public water. They are proposing a well along the southern line of the flag lot with the lot line being adjusted if necessary to include well. TDEC need to approve well. Jim Martin moved to approve the plat as presented, subject to the proposed well being shown on the plat and all signatures. Motion was seconded and unanimously approved.

C. RJ HOLDINGS LLC BYERS RD DIVISION FINAL PLAT, WHITTENBURG SURVEYING

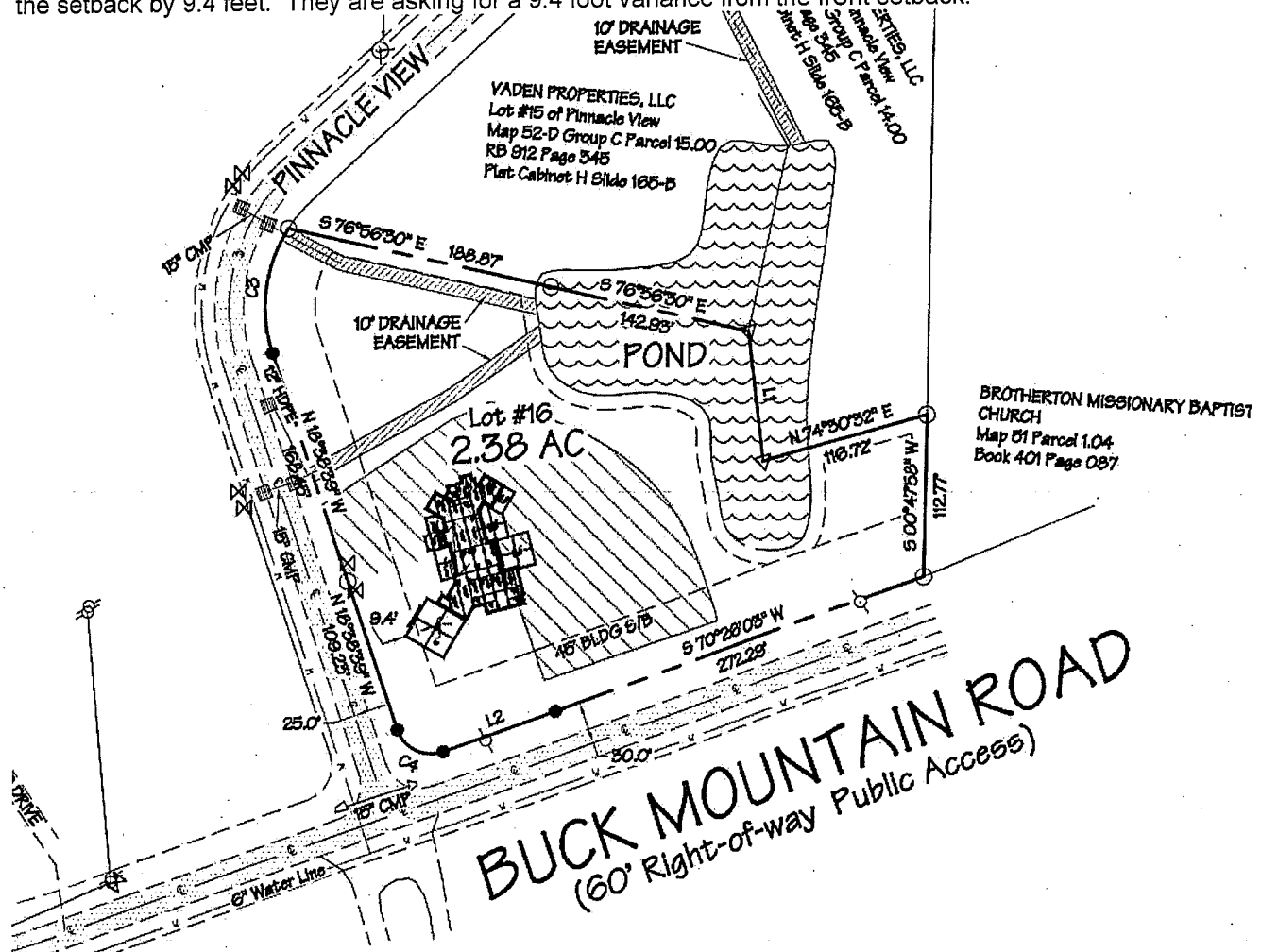
This plat is to create one lot on Byers Rd from parcel 056-025.00. There is not a water line on Byers Road. This lot is served by a service line with a meter on Nashville Hwy. The service line crosses an adjoining parcel and is not in the right-of-way.



Taylor Dillehay stated that they are working on getting an easement for the water line cross the Nicholas Roberto property. Planning Director Rush stated that once the easement is executed, documentation of the easement (recording information) should be shown on the plat. Jim Martin moved to approve the plat as presented, subject to the proposed waterline easement be a minimum of 10 foot wide and shown on the plat with recording information being on the plat and all signatures. Motion was seconded and unanimously approved.

D. SETBACK VARIANCE REQUEST LOT 16 PINNACLE VIEW, VICK SURVEYING

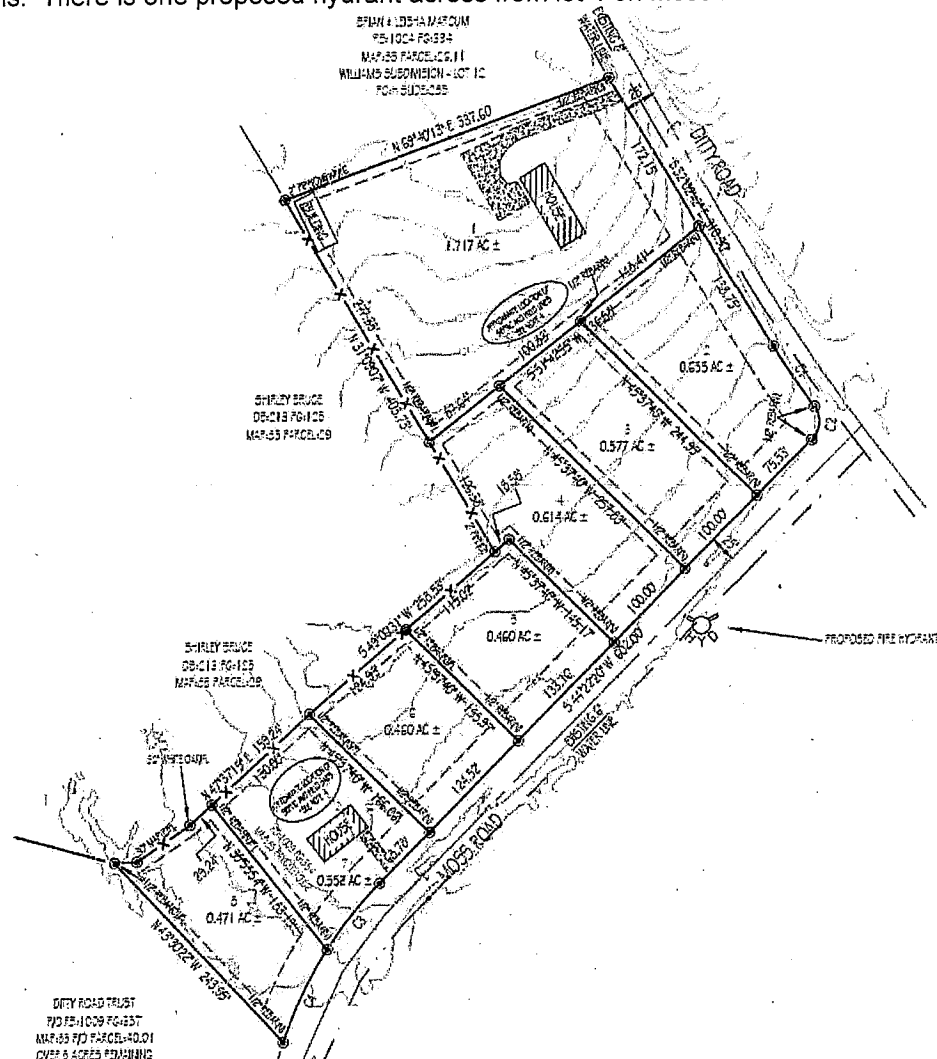
Kalob Creighton is planning on building a house on lot 16 of Pinnacle View Subdivision. The corner of the proposed house, in order to not interfere with or encroach in the septic soils areas of the lot, violates the setback by 9.4 feet. They are asking for a 9.4 foot variance from the front setback.



Kalob Creighton stated that due to the soils shading (for septic system reservation), drainage easement and the location of the pond, he is asking for a 9.4 foot setback variance for the corner of the garage to be in the front setback. The overhang would end 9.4 foot inside the setback. Mike Atwood moved to approve the setback variance as requested, as shown on the survey for the corner of the house only. Motion was seconded and unanimously approved.

E. FIELDS DIVISION PRELIMINARY PLAT, MAPLES SURVEYING

This preliminary plat is to create 8 lots at the Ditty Rd and Moss Rd intersection from parcel 085-040.01. There are two existing houses on the tract. One is on Ditty Road (lot 1) and the other house is on Moss Rd (lot 7). Lot 8 will be combined with the remainder (shown on the plat as the Ditty Road Trust) as it has poor soils. There is one proposed hydrant across from lot 4 on Moss Rd.



Ted McWilliams moved to approve the preliminary plat as presented. Motion was seconded and unanimously approved.


Minutes of the Putnam County Regional Planning Commission ~~February 2, 2021~~ Meeting

ITEM 9: STAFF REPORTS


- Report from Chairman - None
- Report from Planning Commission Engineer - None
- Report from Planning Director: State Representative Ryan Williams and State Senator Paul Bailey have proposed a state law that prohibits planning commissions from requiring right-of-way dedications on existing streets and any required right-of-way would have to be purchased. Staff would like the PC to adopt a resolution against the proposed bill that would be sent to all state representatives and senators, as well as Governor Lee. Resolution 2021-001 was unanimously approved on a motion by Jim Martin with Phil Wilbourn abstaining. Staff was asked to hold off sending the resolution to the representatives and senators until the bill appeared to be heading to the floor for a vote.
- Report from other Members - None

ITEM 10: ADJOURNMENT

With no further business to discuss, the meeting was adjourned by mutual consent.


Chairman

5-4-21
Date


Secretary

5-4-21
Date

RESOLUTION 2021-001

A RESOLUTION OF THE PUTNAM COUNTY REGIONAL PLANNING COMMISSION RECOMMENDING AGAINST ADOPTION OF SB 1604 BY BAILEY / HB 0366 BY WILLIAMS

WHEREAS, as stated under *Tennessee Code Annotated*, the Putnam County Regional Planning Commission has the authority to make recommendations to governing bodies on projects, programs, proposed ordinances, and ideas that will protect the health, safety and welfare of the general public; and

WHEREAS, the legislative body of the great state of Tennessee regularly introduces proposed laws and amendments to existing state laws; and changes to some laws will be very detrimental to planning for future growth in Tennessee's counties and municipalities; and

WHEREAS, when property is developed, there is a cost associated with said development; and

WHEREAS, when a new road or other utilities are required to be constructed, said improvements are constructed at the cost of the developer and ultimately passed on to the eventual buyers of the lots; and said new roads and utilities are dedicated to the public for public use thereafter; and

WHEREAS, when proposed development occurs along an existing public street, which may not have adequate right-of-way to serve the needs of the development and any future growth; and

WHEREAS, planning commissions regularly allow subdivision to occur on such inadequate streets with only the dedication of additional right-of-way and without requiring the developer to substantially improve the street thereby the cost to the developer is minimal; and

WHEREAS, city and counties have limited funding for local streets, which is primarily used for upkeep, paving, drainage, snow removal, and other maintenance of the street and is not for right-of-way acquisition; and

WHEREAS, the bill would require a local government to purchase the needed right-of-way for a transportation improvement lot-by-lot resulting in significant increased costs to the government body, therefore placing an additional financial burden on all citizens; and

WHEREAS, the provision of adequate transportation services increases the value of property to the benefit of the owner; and

WHEREAS, regarding an individual's property rights in this situation, it is abundantly clear that the need for additional right-of-way is driven by an increase in traffic on roadways. This increase is directly attributed to the creation of new homes/development and therefore added trips on roadways; and

WHEREAS, the dedication of additional right-of-way along substandard, existing streets has been part of subdivision regulations and planning law since the enabling statutes were adopted in Tennessee and most other states in the 1930s; and

WHEREAS, while many counties do not purchase rights-of-way regularly, it can be said that this is due to the limitations of county budgets more than a lack of need for transportation system improvement; and

WHEREAS, this legislation is as much a disregard of buyer's protection as it is an issue of property rights. Real estate agents and others involved in the real transaction should remain responsible for full disclosure of these "reservations" as they would any other easement. Buyers have rights to protect too; and

WHEREAS, right-of-way dedication creates value to the property owner or developer by allowing for additional lots to be available for sale. Landowners requesting subdivision of their property have created the need for the dedications with development proposals along major roads where improvements have been identified and are compensated from the sale of those new lots, which far outweigh the costs for the original purchase and subdivision of the property; and

WHEREAS, transportation improvements are historically some of the longest projects to implement and although the reservations may not be utilized for a project improvement immediately, it does not mean that they will never be used. Further, improvements that are needed as a direct result of development will not be helped by a reservation and will only increase costs to taxpayers who will now have to pay for the improvements/dedications that the developer/landowner created as a direct result of their development; and

WHEREAS, a municipality/county that is required to purchase the additional right-of-way along development on existing, substandard streets represents a direct subsidy to the landowner for a service improvement that was created by the developer/landowner; and

NOW, THEREFORE, BE IT RESOLVED by the Putnam County Regional Planning Commission as follows:

SECTION I: That following much discussion and contemplation, the Putnam County Regional Planning Commission voted on April 6, 2021 to recommend the following: SB 1604 by Bailey / HB 0366 by Williams should not be adopted into law as this will have a drastic impact on future development and local communities will bear a significant cost burden.

SECTION II: This Resolution shall become effective following the reading:



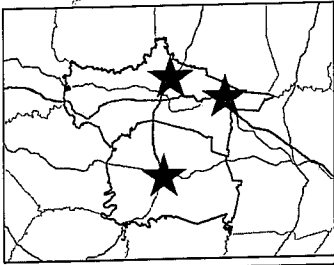
Chairman, Putnam County Regional Planning Commission

4-6-21
Date



Secretary, Putnam County Regional Planning Commission

4-9-21
Date



Highlands Planning Department

Serving: Putnam County, Algood, Monterey, White County, & Sparta

Kevin Rush, Planning Director

67 South Elm Ave.
Cookeville, TN 38501
Tel: (931) 372-0070 Fax: (931) 372-0071
Kevin.Rush@putnamcountyttn.gov

Thursday, April 22, 2021

Kalob Creighton,

RE: Setback variance request

Because Putnam County has no county-wide zoning regulations other than floodplain zoning (which is only enforced in the 100 year flood plains as identified by FEMA), in subdivisions, lots must comply with the Putnam County Subdivision regulations, which does have setback requirements.

At the April 6, 2021 Putnam County Regional Planning Commission meeting, the planning commission considered your request for a setback variance on the proposed house on the combined lot that was originally platted as lots 16 and 17 of Pinnacle View Subdivision.

The survey provided showed the proposed house site and that one corner of the house would encroach into the front setback on Pinnacle View by 9.4 feet. Seeing the soil areas required by TN Dept of Environment and Conservation for a septic system on the lot, and the location of the pond on the lot, the planning commission approved a variance to allow the house to be built as shown on the survey allowing that one corner of the house to encroach up to 9.4 feet into the front setback. The variance was for the one corner of the house and not for the entire structure.

The relevant portion of the survey is attached to the second page of this letter.

If you have any further questions, feel free to contact me.

Regards,

Kevin Rush
Planning Director

**MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
FEBRUARY 2, 2021**

The Putnam County Regional Planning Commission met electronically due to Governor Lee's Executive Orders #70 limiting in person gatherings to 10 persons or less. The February 2, 2021 meeting was conducted via Zoom at 6:00 PM. The meeting was also uploaded to <https://www.facebook.com/HighlandsPlanning/>.

Members attending were Chairman Jere Mason, Vice-Chairman Dale Moss, Secretary Mike Atwood, Jeff Jones, David Mattson, Jim Martin, Ted McWilliams, Ron Williamson and Phil Wilbourn. Also present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Jim Herrin (Herald-Citizen), Stone Communications, and Anthony Leonard.

ITEM 1: CALL TO ORDER AND ROLL CALL

Chairman Jere Mason called the meeting to order after a quorum was established.

ITEM 2: APPROVE THE FEBRUARY 2, 2021 AGENDA

Jim Martin moved to approve the agenda for the February 2, 2021 meeting. Motion was seconded and approved unanimously.

ITEM 2A: APPROVE USE OF ELECTRONIC MEETING.

Ron Williamson moved to approve use of electronic meeting for the February 2, 2021 meeting. Motion was seconded and approved unanimously.

ITEM 3: MINUTES OF THE JANUARY 5, 2021 MEETING

Ted McWilliams moved to approve the January 5, 2021 Minutes. Motion was seconded and approved unanimously.

ITEM 4: REVIEW OF APPROVED PRELIMINARY PLATS

Autumn Woods Preliminary Plat (All Phases), Vick Surveying. Conditional preliminary approval 4/7/2020.

Lee Subdivision Preliminary Plat, Vick Surveying. Conditional preliminary approval 4/7/2020.

Willow Estates Subdivision Preliminary Plat, Clinton Surveying. Conditional preliminary approval 7/7/2020.

ITEM 5: OUTSTANDING LETTERS OF CREDIT: NONE

ITEM 6: ACCEPTANCE of new streets: None

ITEM 7: Administratively approved plats

A. Colonial Heights lots 96 & 97 line revision final plat, Global Surveying

Revised the line between lots 96 & 97 in the Colonial Heights subdivision on Pimlico Dr.

ITEM 8: Subdivision Plats:

A. West Fork Estates Division Preliminary plat, Whittenburg Surveying

This plat is to create 16 lots on 15.74 acres on Double Springs Rd and Charlie Maxwell Rd, across from Church St, specifically from parcel 055-038.00. There is one new road proposed to serve the lots. Only a small portion lot 1 as shown is from the parent tract. The house was built across the property line and this plat will give the house a 10-foot strip to fix the encroachment. There is a 12-inch water main on Charlie Maxwell Rd that serves the UT estates subdivision on Hawkins Crawford Rd. Mr. Leonard emailed Planning Director Rush saying, "I plan on asking the commission for approval for the subdivision on a slightly adjusted plat configuration. I would like for you to put this item on the agenda for the next meeting. My request will be that the commission approves the plat layout after combining lots 3-6 for future development. This will allow the rest of the development to proceed while the issues of a possible gravesite are remedied."

Anthony Leonard wanted to discuss the widening of Charlie Maxwell Rd. He asked what the planning commission would allow as far as the number of lots without widening the road. He stated that there are several trees along the road, some that had been specifically planted that would have to be removed to widen the road. He stated that he has not yet verified any gravesites, but he has a machine to scan for graves. Patrick Rinks stated that the county road list has a right-of-way width of 36 feet for Charlie Maxwell Rd. Jim Martin stated that he talked to County Road Superintendent Randy Jones and was told that there was no money in the county budget to widen or pave Charlie Maxwell Rd.

The proposed extension of Church Street does not line up existing Church Street

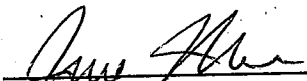
Jim Martin moved to grant preliminary approval to the plat submitted by Mr. Leonard showing six lots on Charlie Maxwell Rd, subject to Charlie Maxwell Rd being widened to 18 feet of asphalt surfacing by the developer within existing right-of-way from Double Springs Road to the site, and then within the expanded right-of-way (as per the required dedication of 25 feet off center) to the other end of the development with a variance for offset in new road and existing Church Street to the west. Motion was seconded and unanimously approved.

ITEM 9: STAFF REPORTS

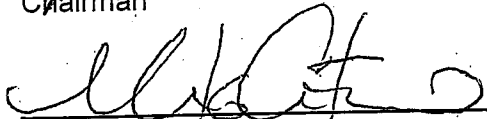
- Report from Chairman: None.
- Report from Planning Commission Engineer: Patrick Rinks inquired with the County Commissioners on the Planning Commission about the status of the roads in Westowne and Pembroke Pines being accepted by the County. Rush reported he had recently forwarded everything for Westowne to Randy Jones and they should be accepted this month or next and he was still waiting on some paperwork from Larry Hatfield on Pembroke Pines.
- Report from Planning Director: None.
- Report from other Members: None.

ITEM 10: ADJOURNMENT

With no further business to discuss, the meeting was adjourned by mutual consent.


Chairman

4-6-21
Date


Secretary

4-6-21
Date

**MINUTES
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
JANUARY 5, 2021**

The Putnam County Regional Planning Commission met electronically due to Governor Lee's Executive Orders #70 limiting in person gatherings to 10 persons or less. The January 5, 2021 meeting was conducted via Zoom at 6:00 PM. The meeting was streamed live to <https://www.facebook.com/HighlandsPlanning/>.

Members attending were Chairman Jere Mason, Vice-Chairman Dale Moss, Secretary Mike Atwood, Jeff Jones, David Mattson, Jim Martin, Ted McWilliams, Ron Williamson and Phil Wilbourn. Others present were Planning Director Kevin Rush, Planning Commission Engineer Patrick Rinks, Jim Herrin (Herald-Citizen), Taylor Dillehay (Whittenburg Surveying), Josh Jolley, Gary Palk, Larry Stone, and Serna Lair.

ITEM 1: CALL TO ORDER AND ROLL CALL

Chairman Jere Mason called the meeting to order after a quorum was established.

ITEM 2: APPROVE THE JANUARY 5, 2021 AGENDA

Jim Martin moved to approve the agenda for the January 5, 2021 meeting. Motion was seconded and approved unanimously.

ITEM 2A: APPROVE USE OF ELECTRONIC MEETING.

Ted McWilliams moved to approve use of electronic meeting for the January 5, 2021 meeting. Motion was seconded and approved unanimously.

ITEM 3: MINUTES OF THE DECEMBER 8, 2020 MEETING

Ron Williamson moved to approve the December 8, 2020 Minutes. Motion was seconded and approved unanimously.

ITEM 4: REVIEW OF APPROVED PRELIMINARY PLATS

Autumn Woods Preliminary Plat (All Phases), Vick Surveying. Conditional preliminary approval 4/7/2020.

Lee Subdivision Preliminary Plat, Vick Surveying. Conditional preliminary approval 4/7/2020.

Willow Estates Subdivision Preliminary Plat, Clinton Surveying. Conditional preliminary approval 7/7/2020.

ITEM 5: OUTSTANDING LETTERS OF CREDIT: NONE

ITEM 6: ACCEPTANCE OF NEW STREETS: NONE

ITEM 7: ADMINISTRATIVELY APPROVED PLATS

A. BROOKS DIVISION FINAL PLAT, MAPLES SURVEYING

Created one 3.748 acre lot from parcel 116-010.00 with the remainder being more than 5 acres on Ashburn Rd.

B. COMBINATION PLAT FOR LOTS 16 AND 17 OF PINNACLE VIEW, VICK SURVEYING

Combined lots 16 and 17 of Pinnacle View Subdivision.

C. REDIVISION OF LOT 1 JAMES AND ADELHIED MCWILLIAMS DIVISION FINAL PLAT, WHITTENBURG SURVEYING

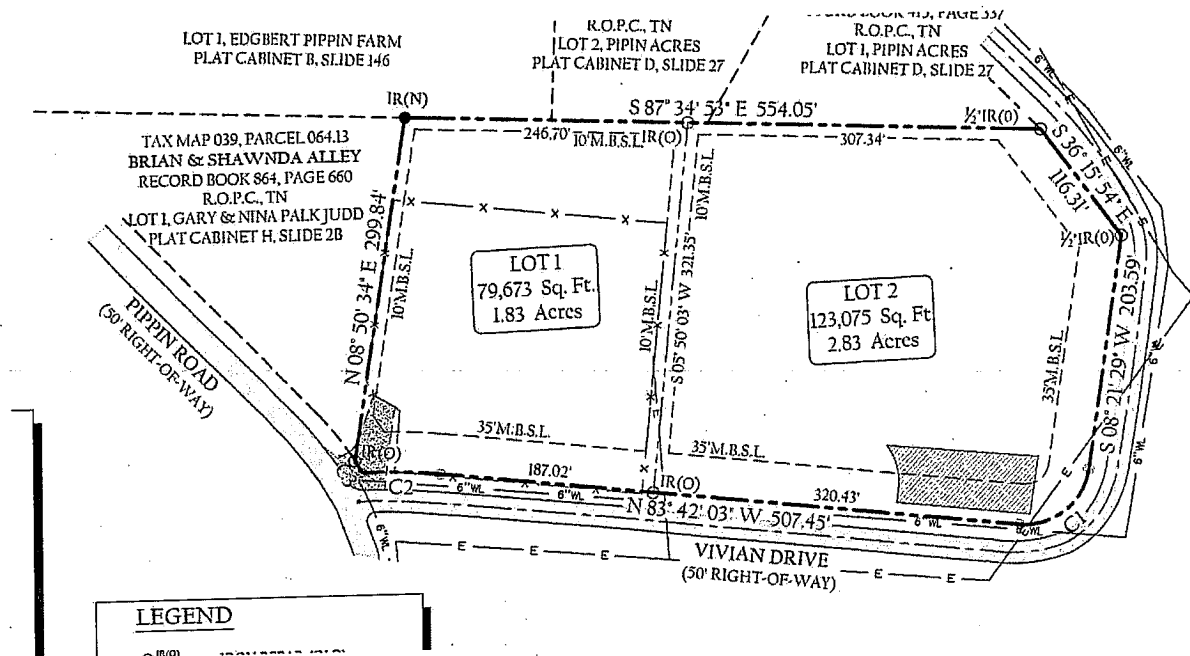
Adjusted the boundary between parcels 038-077.06 and 038-077.00 on Clemmons Rd.

D. MIKE TRYELL AND JULIE ROSS DIVISION FINAL PLAT, WHITTENBURG SURVEYING

Created one 2.5 acre lot from 084-054.00 on Herbert Garrett Rd. with more than 5 acres remaining.

ITEM 8: SUBDIVISION PLATS:**A. GARY AND NINA PALK JUDD PROPERTY PLAT, WHITTENBURG, SURVEYING**

This plat is to divide parcel 039-064.02 into one 1.83 acre lot and one 2.83 acre lot on Vivian Drive. This plat had been administratively approved subject to TDEC soil approval. However, lot 1 is mostly cut and fill and cannot be approved for septic. They would like to restrict it as unbuildable. It is currently being used for tractor trailer storage. The buyer of lot 2 (which has somewhat better soils) plans to subdivide it into 4 lots.



Mr. Chaffin has had a high intensity soils map completed for the four future lots. Mr. Chaffin stated that the owner, Mr. Palk told him that lot 1 was going to be sold as well and continue to be used as tractor trailer storage.

Taylor Dillehay stated that TDEC will not approve lot 1 for building purposes and that the planning commission has approved plats with unbuildable lots and referenced the Smith and Jennings plat approved in 2009. Planning Director Rush stated that he did not recommend approval of unbuildable lots, but if the planning commission voted to approve the subdivision, then a very large plat note needed to be added so that if the plat is reduced and printed on letter paper, that the note will still be legible.

This was deferred until this meeting so that Mr. Palk, the owner, and Mr. Jolley, the buyer of the lot 1, could attend the meeting to discuss the proposed subdivision. Mr. Jolley stated that he was aware that the lot was not septic approved and could not be built upon. He stated that the plan was to continue to use the property for tractor trailer overflow and storage from their business. Rush recommended approval subject to a plat note referenced on plan view of lot large enough to read when printed on 8.5"x11" paper stating Non-Buildable Lot See Plat Note #7. Lot would be unbuildable for commercial or residential use unless combined with another lot or connected to City sewer.

After some discussion, Mike Atwood moved to approve the plat with the plat note as specified by Planning Director Rush to protect future buyers of the unbuildable lot (lot #1 on the plat). Motion was seconded and approved unanimously.

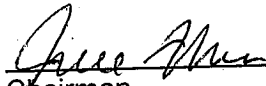
ITEM 9: STAFF REPORTS

Minutes of the Putnam County Regional Planning Commission January 5, 2021 Meeting


- Report from Chairman – None
- Report from Planning Commission Engineer - None
- Report from Planning Director - None
- Report from other Members - None

ITEM 10: ADJOURNMENT

With no further business to discuss, the meeting was adjourned by mutual consent.


Chairman

5-4-21
Date


Secretary

4-9-21
Date